

Ex Board Topics:

February 1, 2022, at 2:30 p.m.

Members in attendance: Bruce H, Bruce M, Peggy C, Tim B., Sara M, and Lori J.

1. Call to Order and Review of Executive Committee Meeting Minutes of January 4, 2022 (Bruce Mohs)

Bruce Mohs called the meeting to order at 2:31pm. Peggy made a motion and Tim seconded to approve the Executive Committee meeting minutes from Jan. 4, 2022. Everyone voted in favor of the motion.

2. Additions to Agenda from Executive Committee members

There was one addition to the meeting. Lori got a quote for buying a cup of coffee for the bus drivers as part of their instructional excellence award. This will be added to #11 on the agenda.

3. Financials

- Fundraising Report for month of January 2022. (Bruce Hentges)

Bruce sent it out the report ahead of time. It was a good month. The big donation was a \$10,000.00 gift from the Golden Gloves.

- January Profit & Loss Statement & Balance Sheet (Tim Beck or Bruce Hentges)

No profit and loss statement yet. Bruce will send it out when it's finished.

4. Annual Report to the School Board

- Wednesday, Feb 16 at 6:30 p.m.
- PowerPoint Presentation

Bruce H. has prepared the PowerPoint and shared it with us. He went through the presentation with us. The board meeting will be in person with Bruce H, Bruce M and Peggy C doing the presentation to the board representing LEAF.

5. Grants Committee (Peggy)

Peggy has 7 grants that have been submitted for activities so far. Peggy anticipates more grants coming in at the end. There is \$12,496.00 available for activity grants this round. The round closes on Feb. 23rd.

6. Nominations Committee (Bruce Hentges)

- New Board Members: Charlie Eisenreich, Brianna Inkster, and Justin Skaalerud

The full board has approved the 3 new board members above. Bruce H. has set up orientation times with each new member.

7. Principles & Practices for Nonprofit Excellence (Bruce Hentges/Executive Committee)

- Review of October discussion/survey on "Governance"
- Tim will take #2 & #3
 - 1) ~~Governance (Bruce)~~
 - 2) ~~Transparency & Accountability (Tim)~~
 - 3) ~~Financial Management (Tim)~~
 - 4) Fundraising
 - 5) Evaluation
 - 6) Planning
 - 7) Civic Engagement and Public Policy (Peggy)
 - 8) Strategic Alliances (Bruce Mohs)
 - 9) Human Resources
 - 10) Volunteer Management
 - 11) Leadership and Organizational Culture (Peggy)

We will discuss this more at our March executive committee meeting. Fundraising and evaluation will be topics at our March board meeting.

8. Committee on **Strategic Plan Review/Succession Planning** (Bruce Hentges)

- Membership:
- Executive Director, Grants Administrator, Treasurer, Administrative Assistant

Bruce H. hasn't had time to work on #8 and #9 much since our last meeting. He is planning to meet with the small committee in March and April to work on this.

9. Future **Events Committee** (Bruce Hentges)

Bruce H. hasn't had any volunteers yet. Bruce M., Sara M. and maybe Peggy will be willing to serve on this committee.

10. Annual Report Update

Bruce H. shared the annual report with us. The report is being printed today.

Peggy is interested in worked on increasing sustained legacy funds and payroll deductions when she goes off the board at the end of 2022. Peggy and Lori suggested adding the list of grant winners to the school board presentation and the graphic of how the homeless fund donations are granted to the school board presentation.

11. Annual Meeting Details

- Program (Attached)
- Invitations
- PowerPoint
- Date: Feb 28
- Awards:
 - Phil Welter Volunteer Service Award
 - **Tim Beck**
 - George & Shirley Torrey Charitable Giving Award
 - Individual(s)
 - **Dr. Robert Gardetto-Westview Dentistry, Janna & Mike LaFontaine, and Janet & Mike Reagan** (Adopt a CR every year)
 - **Peggy Carlson & Chuck Nielsen**
 - Business (s)
 - **Once Upon a Child, Al Dahlgren**
 - Instructional Excellence Award
 - **Laurie Putnam**, New District 742 Superintendent
 - **District 742 Bus Drivers & Transportation Staff**
 - Lifetime Service Award
 - **Bob Feigh**

Lori shared that she contacted the Community Coffee Cart and that it would cost \$1827.00 for us to deliver coffee to five locations (each contract carrier) at 8:15am after the morning routes to delivery them a cup of coffee of their choice. We could make them a short thank you note from LEAF to go with the coffee.

Peggy made a motion to authorize providing a cup of coffee for every bus driver that works with District 742 through the Community Coffee Cart as a thank you. Sara seconded the motion. Everyone voted in favor to pass the motion.

Elizabeth R. will run the Zoom meeting for us for our annual meeting. Bruce H. will write up an introduction for each award. Lori and Bruce H. have worked on the invitation. It will be sent out

in the mail. The people who RSVP will be sent a copy of our annual report. Bob Feigh will not be able to attend, but he sent Bruce H. a video to share.

12. 2022 Executive Committee and Board of Directors Meeting Dates

Executive Committee

Board of Directors

January 4

February 1

March 1

April 5

May 3

June 7

July 12

August 2

September 6

October 4

November 1

December 6

February 28

March 21

May 16

August 15

October 24

December 19

13. Next Executive Committee Meeting: **March 1, 2022 at 2:30 p.m.**

Meeting was adjourned at 3:33pm.