

## Ex Board Meeting Minutes

August 1, 2023, at 2:00 p.m.

Members in attendance: Bruce M., Bruce H., Diane M., Lori J. and Sara M.

### 1. Call to Order and Review of Executive Committee Meeting Minutes of July 11, 2023

The meeting was called to order at 2:00 by Diane Moeller.

### 2. Additions to Agenda from Executive Committee members

- PAKRAT summer report – Sara  
Sara reported that the PAKRAT bus has checked out to over 1,800 students in the first six weeks. The students have checked out over 5,200 books so far. This is the final week of the PAKRAT book bus for this summer. It will break our check out numbers from last summer.
- Summer Newsletter –  
PR committee just met, and the summer newsletter will be going out on August 21st
- Adopt-a-Classroom campaign –  
There were 177 Adopt a Classroom grants given in 2022. There was approximately \$2,500.00 left from last year's grants so that money will be returned to LEAF to be put back into the Adopt a Classroom fund. The program will kickoff on August 28<sup>th</sup>.
- Apollo golf tournament was yesterday, and it went well. The Tech golf tournament is next week.
- We have some significant bills this month for KDV, Bloomerang and our quarterly taxes were due. Bruce requested \$15,000.00 from our endowment to be moved into our operating fund to cover these expenses.
- August 7 LEAF social is cancelled because everyone is too busy.

### 3. Financials

- Fundraising Report for month of June 2023. (Bruce Hentges)

We are at the time of year when we don't have any fundraisers and don't have many funds coming into LEAF. The LEAF endowed funds did excel \$2.2 million on July 31.

- July 2023 Profit & Loss Statement & Balance Sheet (Tim Beck or Bruce Hentges)

Bruce H. and Tim haven't met yet to go through the financials for the month yet, so the profit and loss statement and balance sheet for July haven't been completed yet.

### 4. Bergan/KDV Assessment

- Next steps
- Future Treasurer

KDV wants our financial reports for 2022 by month. Tim and Bruce are working on this project, but it will take some time. We will need an internal treasurer. It wouldn't be much work. He would just need to review the financial reports that KDV will send monthly and answer any questions that board members might have.

As of today, LEAF checks will be cut by KDV instead of being written by Lori.

### 5. Summer Intern (Sean Reagan)

- Focus: Social media, Capabilities of Bloomerang database, research Ed Foundation webpages/Annual Reports for potential growth, Highlight video of 2023 NOTS
- Through end of August. (Possibly carry social media help through school year)??

Bruce H. and Sean are meeting tomorrow. Sean has been doing research on other education foundations and will share his findings with Bruce.

### 6. LEAF Learning Renaissance

- Report: Update of LR
- Fund-a-Need (Robotics)
- Sponsor/Pacesetter Letters have been sent

Bruce Watkins will be the auctioneer for our Learning Renaissance event. Diane M. will be our MC. We have one sponsor and 3 pace setters so far. Bruce H. and Lori J. will send out an email reminder to the original group to donate by Aug. 15<sup>th</sup> to be included in the invitation. Bruce H. sent out the original letter for sponsors and pace setters on July 14<sup>th</sup>. We will have a set up in the east room for the robotics teams to show off their robots. The Learning Renaissance committee will be meeting on Thursday, Aug. 3<sup>rd</sup>.

7. LEAF Events Committee

The events committee hasn't met yet. We won't have any changes to our events this year.

8. Strategic Planning Committee

- Update: 1) Marketing video – Ryan Unger 2) Comparison to other MN Ed Foundations 3) LEAF brochure

Elizabeth Reisinger will write the script. Ryan Unger said that the video should not be longer than three minutes and should include a staff member and possibly a student or two. LEAF will be paying Ryan Unger for his services. It would be nice to share the new LEAF promotional video at our Learning Renaissance event.

9. Ad Hoc Committee for Selection of LEAF Distinguished Alumni Recognitions

Bruce H. and Charlie E. met and generated a list of 10-15 people who would qualify for our distinguished alumni recognitions. Bruce and Charlie would like to recognize Marty Heine and Wayne Schluchter at the Tech golf tournament next week. Bruce H. will send out a list of criteria by email again for us to review.

Sara made a motion to recognize Marty Heine and Wayne Schluchter for our distinguished alumni awards at the Tech golf tournament next week. Bruce M. seconded the motion. Everyone voted in favor.

10. **2023** Executive Committee and Board of Directors Meeting Date

Executive Committee

Board of Directors

August 21

September 5

October 3

October 30

November 7

December 5

December 18

11. Next Executive Committee Meeting: **September 5, 2023 at 1:00pm**

At our Sept. 5<sup>th</sup> meeting, we will discuss a board member's survey for the LEAF executive director and the LEAF board in general. Bruce H. will try to find the survey we used last time this was completed. We will also talk about a holiday social hour for board members.

Meeting was adjourned at 2:59pm.

## LEAF Board of Directors Meeting

Monday, August 21, 2023

4:00 p.m. – In-person, With Zoom Option!

1. Call to Order and Additions to the agenda (President Diane Moeller)
2. Good News and Thank Yous (Bruce Hentges)
3. Consent Agenda:
  - Approval of Directors meeting minutes as posted on web page for March 20, 2023
  - Approval of August 1, 2023 Executive Committee Minutes -as posted online.
  - Approval of bill payments for August 2023
  - **Action Requested:** Approval of the Consent Agenda
4. Financial Reports (Tim Beck & Bruce Hentges)
  - August 2023 Fundraising Report
  - August 2023 Profit and Loss Statement
  - August 2023 Balance Sheet
  - **Action Requested:** Approval of Treasurer’s Report
5. 2023 LEAF Grants
  - Review grants given as of March 31, 2023
  - Fall Applications are open on LEAF webpage
6. Board of Directors Issues (Bruce Hentges)
  - Committee Needs
    - Social Media
    - LEAF 742 Distinguished Alumni (**Ad Hoc**)
    - LEAF Events Review & Recommendation (**Ad Hoc**)– report by Sept 1)
7. Treasurer Position/Bergan/KDV Financial Assessment
  - Update
8. 2023 Executive Committee and Board of Directors Meeting Dates for 2023

<u>Executive Committee</u>	<u>Board of Directors</u>
September 5	
October 3	October 30
November 7	
December 5	December 18

## **9. Upcoming Events**

- **LEAF Learning Renaissance**
  - Date: Sunday, October 29 from 5:00 – 8:00 Café Renaissance

