

LEAF 742 Executive Committee
Meeting Date: Monday, June 10th, 2024
Meeting Time: 3pm

Committee Members: Natalie Copeland (Executive Director), Diane Moeller (President), Charlie Eisenreich (Vice President), Sara Martini (Secretary), Rob Voshell (Treasurer), Bruce Mohs (Past President), Lori Johnson (Administrative Assistant)

Committee Purpose DRAFT: The LEAF Executive Committee provides organizational direction to the LEAF staff and full Board.

Zoom details:

Join Zoom Meeting:

<https://us06web.zoom.us/j/81795279474?pwd=oooYzHVv81CrXdPk8bXOM4AvPoVeW6.1>

Meeting ID: 817 9527 9474

Passcode: 601216

Members in Attendance: Natalie C., Diane M., Bruce M., Charlie E., Lori J., Sara M.

Meeting Agenda

Monthly items

1. Call to Order: The meeting was called to order at 3:05pm by Diane M.
2. Check in question: Where do you call home? Everyone shared where they call home.
3. Previous month's Executive Committee minutes - Action needed
 - a. Bruce M. made a motion to approve the minutes from last month. Charlie E. seconded it. Everyone voted in favor.
4. Executive Director Report
 - a. Natalie gave the director's report. She still qualifies for MNsure health insurance, so she will stay with that for right now. She said that she is averaging about 24 hours a week but has worked up to 30 hours. She feels like she will be able to maintain what we are currently doing at the 24 hours a week, but to grow LEAF and to explore grants she would like to increase to 32 hours a week. Diane suggested that she write a proposal and present it at the next executive board meeting. Diane said it would need to go to the full board for a vote. Diane suggested that she work with Rob and Sharon on how we could adjust the LEAF budget to make this possible. Natalie also said that Sharon would like to have her hours increased to nine hours because she is doing things that Bruce H. was previously doing. She will not go over the \$12,000.00 a year she was hired for. We are saving a lot of money by not working with KDV anymore.
 - b. She also updated us on the new United Way grant of \$8,000.00 to expand PAKCAT to kindergarten at Discovery this year. PAKRAT will be in kindergarten



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at Westwood, Talahi and Discovery. We hope to keep finding grants to expand to all elementary schools in the district. Natalie also updated us that she had to apply for a new Capital One credit card for LEAF because the card that Bruce H. gave her wasn't working.

5. Financial Report (Profit and Loss/Balance Sheet) - Action needed
 - a. Rob updated us on the financial reports by video because he could not be with us in person. Our fundraising is a bit behind right now, but most of our big events are still to come this year. We need clarification on how the net operating revenues are determined. Natalie will have a conversation with Rob and Sharon and ask them to teach us more about this at next month's executive committee meeting.
 - b. Charlie E. made a motion to approve the financial report. Sara M. seconded it. Everyone voted in favor.
6. Upcoming Events/Fundraisers
 - a. Summer: Bruce's Retirement Gathering/Natalie's Meet and Greet
 - i. Monday, June 24th, 5-7pm, St Cloud Country Club - invites sent out last week!
 1. 192 invitations were sent out and the food is set. Everything should be ready.
 - b. August: Tech and Apollo Golf Scramble
 - i. Natalie sent emails to Karl and Eric (Apollo and Tech Activities Directors) this week to see what they need from her as preparations continue.
 - ii. Natalie is meeting with Karl this week to finalize the plans for the Apollo golf scramble and Bruce H. will be running the Tech golf scramble.
 - c. Fall
 - i. Kicks for Students Experiencing Homelessness - Sharon/Diane are gathering committee members for this event.
 1. Diane sent out an email asking for volunteers to help with this, but no one contacted her. Sharon said she has several volunteers.
 - ii. Learning Renaissance
 1. Diane is gathering a committee together for this event. The date and place are booked already.
 2. The committee met today and will meet again in July.

Old Business

1. CDBG (Community Development Block Grant) - City of St. Cloud
 - a. Natalie met with Carla Berry at the City of St. Cloud. In 2023 we submitted \$7,401 of the \$12,000 grant - that amount is being reimbursed to LEAF this week. Sharon and Natalie submitted another \$3,341.33 for reimbursement this week - waiting for approval from Carla and team. The remaining \$1,257.67 will be turned in for reimbursement as well, we are waiting on 2 checks to clear the bank. We should complete this grant by the June 30th deadline:
 - i. Natalie gave us a quick update on the information above about closing out this grant with the City of St. Cloud.

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2. Spring Grant Process - Grant applications opened on May 15th! This was announced on LEAF social media and through staff and leadership newsletters at 742.
 - a. Peggy has already received several grants for this cycle.

New Business

1. 742 Welcome Bags - funding request - Action needed
 - a. All new kindergarten families and families new to District 742 are welcomed to the district with a visit and a welcome bag. They have been doing this for the last 3 years with ESSER money. The ESSER money has run out and Tammy Deland asked if LEAF would pay for the bags if our logo and the District 742 logo were on the bags. It would cost \$1,925.00 for LEAF to purchase the 1,500 bags that would be needed. Charlie and Diane asked how this fits our mission. Lori added that we could add flyers for LEAF (Adopt a Classroom, PAKRAT, others...) as a marketing tool for us. Lori suggested that we stop buying the Chamber of Commerce lists because we are not getting much back in donations and we could use that money to fund this instead.
 - b. Bruce M. made a motion to approve the funding of the bags with printing on one side of the bag with the District 742 and LEAF logos on the same side. Charlie seconded the motion. Everyone voted in favor.
2. LEAF School Lunch Payment Fund - current balance \$4,620.75
 - a. Should we roll this money into the homeless student services fund since school lunches are free now?
 - b. Charlie made a motion to move the \$4,620.75 in the school lunch payment fund to the homeless student services fund since school lunches are now free for all students. Bruce M. seconded the motion. Everyone voted in favor.
 - c. See attachment for Fund balance sheet - Action needed
3. Activities Participation Fund
 - a. Current balance of \$52,000 - what is our plan for this? Central MN Women's Fund needs a grant report by June 30th.
 - b. Natalie needs to give an update to the Women's Fund with how we are using this money. We need to tell the story about how we are using the money for transportation and physicals for students to participate in activities in District 742.
 - c. Currently identified barriers:
 - i. Cost of physicals (we are currently helping with this)
 - ii. Participation fees
 1. Budgeted amounts in the 742 budget for participation fee revenue for the 24-25 school year
 - a. High school: \$120,000
 - b. Middle School: \$50,000
 2. Some lower income school districts have eliminated participation fees - 742 is not able to due to the special education and English learner programs being underfunded by the State to the tune of nearly \$13 million for the 2024-25 school year (projected)
 - iii. High school activities bus

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- iv. No Metro bus after 5pm at Tech High School
- v. Others?

Additions:

1. The Crush baseball team is going to state. The Booster Club asked for money to help pay for a coach bus and food expenses for the team. They are asking if we are willing to help in any way. We have money in our contingency fund for activities. We agreed to give them \$500.00
2. Natalie is asking to go to the MN Nonprofit conference for the greater Minnesota Summit in Walker, MN. Diane said she should attend.
3. Next Executive Committee Meeting: Monday, July 8th, 3pm

Next Board meeting: Monday, August 19th, 4pm

The meeting was adjourned at 4:30.

Upcoming Topics:

- Committees
- Adopt-A-Classroom
- Learning Renaissance
- Banking - Liberty, others?