Eau Claire
Community
Foundation
For Good. **For Eau Claire.** For Ever.

INVESTMENT COMMITTEE MINUTES
Friday, January 11, 2013
9:00 a.m.
FOUNDATION CONFERENCE ROOM

PRESENT: Dan Market, Dave Adler, Bill Brunner, Duane Dingmann, Dave Frederikson, and Lois Krause
ABSENT: Betsy Barnes, BJ Farmer, Phil Happe, Steve Kristo, and Buzz Minton
STAFF PRESENT: Sue Bornick and Sharon Peterson

The meeting was called to order by Dan Market, Chair, at 9:00 a.m. in the ECCF Conference Room.

MINUTES
The minutes of the October 19 meeting were presented for approval. Dave Frederikson so moved, Lois Krause seconded, and the minutes were approved unanimously.

FINANCIAL REPORTS
Bill Brunner presented the financial statements as of December 31, 2012. There is $8M in assets, up from $6.2M at the end of 2011; total liabilities $880,000. Change in Net Assets is $1.4M. Income YTD is $154K, with expenses at $160K. Dave Adler motioned to approve the financial statements and Lois Krause seconded.

INVESTMENT SUMMARY
Sam Murty of RBC Wealth Management presented summary of market conditions

- Results were generally strong in absolute terms as a result of solid equity market performance coupled with superior relative fixed income performance.
- The Long-Term portfolio modestly lagged is blended benchmark as a result of our decision to trim equity exposure into market strength.
- The majority of our underlying equity managers underperformed their respective benchmarks; however, strong equity allocation decisions - including large cap and emerging markets concentration - more than offset this effect.
- Fixed income performance was very strong, following a modestly weak year, as our overexposure to riskier credits paced performance.
- Our fixed income duration (interest rate risk) remains short; however, we do have significant exposure to credit risk and will take steps to reduce such exposure in the months ahead.
- Our expectation for the market is decent potential for gains, particularly early in the year (assuming the Debt Ceiling squabble doesn't go too far) with greater risks at the back end of the year. We would use further equity market rallies to reduce risk in anticipation of a greater correction.

OTHER BUSINESS
Sue Bornick explained the current administrative fees for pass-through funds and compared it to other Wisconsin community foundations. Some members of the Investment Committee still felt the agencies should retain the appreciation or depreciation in the pass-through funds the same as endowment funds. Another suggestion would be to set a threshold in order for agencies to designate an investment pool if we give them that option. Currently the Foundation makes the decision where the funds are invested, not the non-profits. It was determined a policy needs to be put in place to determine where to put money in pass thru funds that are short term. The Investment Committee recommended all pass-through funds be held in a money market unless otherwise directed by the Board of Trustees and the Foundation will retain the earnings. Sue will bring the recommendations to the Executive Committee and formulate a change in our current policy.

DIRECTOR'S NOTES
Sue reported she is working on two new family funds, one fiscal sponsorship fund,by committee until they become a 501c3, one municipal fund and two restated agreements.

NEXT MEETING
The next meeting is scheduled for Friday, June 14, 2013 at 9:00 at the Foundation.

ADJOURN
The meeting was adjourned at 10:15 am.

Respectfully submitted by,
Sharon Peterson

POLICY

Eau Claire Community Foundation
For Good. For Eau Claire. For Ever.

Approved: __5/26/2005__
Revised: __7/16/2010__
Revisions Approved: 7/22/2010__
Revisions Pending approval:

Pass-Through Grant Fund Policy

The purpose of this fund is to provide a vehicle by which Eau Claire Community Foundation Board of Trustees members and staff may make grants without having to set up a formal fund. This fund also offers Board members and staff the opportunity to respond to requests immediately, instead of having to wait for the usual grant cycle.

Grants recipients must conform to all Eau Claire Community Foundation requirements. A Condition of Grant will be required before a check will be issued.

The minimum grant amount awarded from this fund is $100.00

A Request for Grant form, with information about the grant recipient, amount of award and purpose of grant, must be filled out, signed by the donor and approved by the Board of Trustees.

Grants must be made within a reasonable period of time after receipt of the donation as determined by the Board of Trustees with the involvement of the Donor.

There will be no annual fee charged to this fund. A $10 fee per grant paid out will be charged to cover administrative costs.

Pass-Through Funds or funds passed through a Donor-Advised Fund will be invested in the ~~Short Term Pool portfolio and/or~~ money market account, and any accumulated interest will be placed in the Foundation's Operating Fund unless otherwise directed by the Board of Trustees. The Foundation will advise the organization or donor of any change before it is put into effect.

Revisions: This policy was updated April 4, 2011 with new logo.

Eau Claire
Community
Foundation
For Good. **For Eau Claire.** For Ever.

OPERATIONS COMMITTEE MINUTES
Thursday January 10, 2013
8:30 a.m.
FOUNDATION CONFERENCE ROOM

PRESENT: Tom Dow, Susan Bruce, Susan Tietz and Michel Sultan
ABSENT: Ken Vance
STAFF: Sue Bornick

Tom Dow called the meeting to order at 8:30 a.m.

Minutes: Minutes of the October 11, 2012 were approved unanimously on a motion by Sue Tietz and seconded by Michel Sultan.

2013 Operations Budget: There was a final review of the 2013 budget and it was recommended to add back into operations the Benefits (Parking) which was normally in the budget, but was not planned for 2013. Sharon Peterson and a potential new associate may also consider taking advantage of the benefit for 2013. It was recommended to add the $600 Benefit Parking back into the Operational Budget for 2013, and was approved unanimously by the committee.

Recommended for Board of Trustee approval: new budget total **$162,377**

Operations Fund Budget Procedures: The Operations Fund budget procedure was discussed and the committee recommended the transfer of $19,573.17 from the Operations Fund to the Society of Founders Fund for Operations:

12/31/2012Operations Fund Balance:	$262,238.67
150% of 2013 Budget:	$242,665.50
Difference:	**+$ 19,573.17**

Principal balance endowed as of 4/30/2012 of SOF Fund for Operations:	$676,811.79
12/31/2012 Society of Founders Fund for Operations Balance:	$697,571.60

Recommended for Board of Trustee approval:
Transfer funds to Society of Founders Fund for Operations: **$19,573.17**

1/1/2013 new fund balance to the SOF Fund for Operations:	**$717,144.77**
1/1/2013 new fund balance of ECCF Operations Fund:	**$242,665.50**

Next Meeting: Unless needed, the next Operations Committee meeting will tentatively be October 10, 2013.

Other Discussion: An update was given on the Foundation financials and the new funds.

ADJOURN: The meeting was adjourned at approximately 9:25 a.m.

Respectfully submitted,

Sue Bornick
Executive Director

Eau Claire Community Foundation **Budget Plan for 2013**

EXPENSES	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total YTD	Balance O/(U)	2012 Budget	2013 Budget
Awareness								
Newsletter		230	543	838	1,611	11	1,600	1200
Annual Report	2,186				2,186	(264)	2,450	2200
Annual Meeting		1,480	61		1,541	(59)	1,600	1700
Fall Gathering					-	(3,000)	3,000	3500
P Advisor Event			217	613	830	30	800	1200
Community Week				834	834	434	400	500
Radio/TV					-	-	0	0
Promotional Materials - brochures, envelopes etc			198	960	1,158	(842)	2,000	800
Advertising - newspaper, Sr. Rev	149	261	44	193	647	(53)	700	1000
Billboards			**2,310**	770	3,080	40	3,040	3200
15th Anniversary		345	5,592	43	5,980	980	5,000	0
Special Events	82		60	380	522	122	400	500
Subtotals	**2,417**	**2,316**	**9,026**	**4,631**	**18,390**	(2,600)	**20,990**	**15,800**
Dues *$ Based on Assets								
*Chamber			280		280	-	280	300
*Council on Foundations	570		1,500		2,070	(530)	2,600	600
*Donors Forum	1,000				1,000	-	1,000	1000
WI Non Profits	75				75	-	75	75
CVFRP	20				20	-	20	20
PGCEW					-	-	-	0
Subtotals	**1,665**	**-**	**1,780**	**-**	**3,445**	(530)	**3,975**	**1995**
Maintenance & Equipment								
Copy Maintenance	248	93	333	172	846	(54)	900	1000
Office Maintenance (General)				190	190	90	100	0
Equipment/Furniture Expense					-	-	-	0
Subtotals	**248**	**93**	**333**	**362**	**1,036**	36	**1,000**	**1000**
Insurance								
Insurance liability DO	1,068				1,068	-	1,068	1100
Insurance-Work Comp & GB			1,006		1,006	6	1,000	1200
Subtotals	**1,068**	**-**	**1,006**	**-**	**2,074**	6	**2,068**	**2,300**

Eau Claire Community Foundation **Budget Plan for 2013**

EXPENSES	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total YTD	Balance O/(U)	2012 Budget	2013 Budget
Technology								
FIMS Support	3,689		2,267		5,956	(557)	6,513	4300
Computer Systems Support	108	287	100	118	613	(887)	1,500	4000
Telephone/Internet	497	538	542	712	2,289	289	2,000	2200
Website Maintenance	233	268	250	303	1,053	(447)	1,500	1500
Planned Upgrades		5	590	150	745	145	600	2000
Subtotals	**4,527**	**1,098**	**3,748**	**1,283**	**10,656**	(1,457)	**12,113**	**14,000**
Office Expense								
Rent	2,935	2,935	2,935	2,935	11,740	(10)	11,750	12092
Postage/PO Box-other mailings	650	157	456	440	1,703	503	1,200	1100
Office Supplies/letterhead	826	637	439	252	2,153	153	2,000	1750
Subtotals	**4,411**	**3,729**	**3,830**	**3,627**	**15,597**	647	**14,950**	**14,942**
Professional Fees								
Audit (LarsonAllen)		8,250			8,250	250	8,000	8250
Consulting Fees					-	(150)	150	150
Banking & Licenses	201	136	138	179	654	254	400	1400
Subtotals	**201**	**8,386**	**138**	**179**	**8,904**	354	**8,550**	**9,800**
Payroll								
Salary $46,500 - 29 hr $24,972	20,914	20,123	16,573	20,690	78,300	(5,513)	83,813	70972
Add staff 36 weeks 29 hr $14,112	701	1,380	1,140	1,100	4,321	1,441	2,880	14112
(2) Intern 20 wks - 25 hr $ 4,140	984	1,556	1,624	1,050	5,214	3,714	1,500	4140
Unemployment Insurance					-	(1,662)	1,662	2016
FICA	1,729	1,764	1,479	1,747	6,719	(499)	7,218	8000
Benefits (Parking) $38 x 24	150	72			222	(378)	600	600
Subtotals	**24,478**	**24,895**	**20,816**	**24,587**	**94,777**	(2,896)	**97,673**	**99,840**
Travel								
Mileage		13	105	168	286	61	225	500
Conferences-(hotel, meals, etc)	75	111		160	346	(154)	500	2000
Training	18	75	146		239	39	200	200
Subtotals	**93**	**199**	**251**	**328**	**871**	(54)	**925**	**2,700**
Other Miscellaneous					-			
Total	**39,108**	**40,717**	**40,928**	**34,997**	**155,749**	(6,495)	**162,244**	**162,377**

Eau Claire Community Foundation
For Good. **For Eau Claire.** For Ever.

COMMUNICATIONS COMMITTEE MINUTES
Wednesday, November 7, 2012
NOON - 1:00 p.m.
FOUNDATION CONFERENCE ROOM

Present: Kristina Aschenbrenner, Michelle Harris, Nicole Lasker
Absent: Jill Barland, Duane Dingmann, Emily Hiniker, and Jane Lokken
Staff: Laurelyn Wieseman and Sue Bornick

Call Meeting to Order: Nicole

Approval of minutes for September 26, 2012 Nicole

Motion was made by Michelle and the minutes were anonymously approved.

Current Business:

Donation Envelopes and WGC Brochures: These two pieces are done. Sue and Elle passed out the finished pieces so that the Committee could look at them and take them home. One of the Committee members suggested we include the Donation envelopes with fundholders' year-end fund statements, and that we have a stack of envelopes available at our upcoming Foundation Week Open House.

Billboard: The Committee decided to continue the tradition of 4 billboards per year. It was suggested that the ECCF incorporate more "branding elements" into the billboards – for example, the wreath that Elle created for the ECCF Holiday card. The Committee tentatively decided on the months of March, May, September, and November, and is more concerned about having a good billboard location during the more flexible months.

New Business: Nicole

Annual Report: Elle shared the Annual Report ideas she learned at the Donors Forum of Wisconsin Peer Learning Retreat on November 2. Elle and Sue introduced some possible Annual Report ideas to the Committee for feedback. These ideas include:

- Using the Annual Report as more of a "one stop shop" – i.e. including more of our fund information, rather than creating a separate brochure.
- Giving one page to each of our four grant categories, rather than fitting it all into two pages
- Putting the Annual Report online

Elle suggested that the ECCF price out bids for adding four pages to the Annual Report.

Website – UWEC : Recently a UW-EC student approached Sue with suggestions for the ECCF website. Over the next few months he would like to build a new website prototype for key ECCF pages (e.g. our homepage, Grants page, and Support Your Community page), separate from our existing website, as a way to give him practice with web design concepts. When he is finished we would have the option to incorporate some or all of his ideas if we wish. Since he is not asking for any monetary compensation and would be doing this project to gain experience and improve his portfolio, we'll give him a shot!

Holiday Celebration – Meet and Greet: Scheduled for Wednesday, December 5 at River Bend Vineyard and Winery.

Fall Gathering date – 2013: Normally the Fall Gathering is the 3rd Monday in August. The Committee's first choice is September 9th (one week after Labor Day), and the second choice is September 10th.

Past Business: Nicole

Professional Advisors Event: Received excellent reviews. Participants especially appreciated the option to gain education credits for attending the seminar. John Oliver from TransAmerica was the keynote speaker.

Review Activities: Sue

Children's Legacy Luncheon: We received 16 nominations – super! Almost all the 2012 honorees (all but one) elected to serve on the nominations committee. Sponsorship letters will be sent out much earlier this time – as soon as the 2013 honorees accept their nominations.

Next Meeting: Wednesday, January 9, 2013 at noon. Nicole

Adjourn: Meeting was adjourned approximately 1:05 Nicole

RSVP to the Foundation office: 715-552-3801 or info@eccommunityfoundation.org

Save the Date:

Children's Legacy Luncheon
April 18, 2013
11:30 a.m. – 1:00 p.m.
Florian Gardens

Eau Claire Community Foundation
For Good. **For Eau Claire.** For Ever.

COMMUNICATIONS COMMITTEE MINUTES
Wednesday, January 9, 2013
NOON - 1:00 p.m.
FOUNDATION CONFERENCE ROOM

Present: Jill Barland, Duane Dingmann, Michelle Harris, Nicole Lasker, Jane Lokken, and Laura St. Onge
Absent: Kristina Aschenbrenner and Emily Hiniker
Staff: Sue Bornick and Laurelyn Wieseman

Approval of minutes for November 7, 2012 Nicole

Duane noted that the "Present/Absent" section was missing from the November 7 minutes. This omission has since been fixed:

> ***Present 11/7:*** *Kristina Aschenbrenner, Michelle Harris, Nicole Lasker*
> ***Absent:*** *Jill Barland, Duane Dingmann, Emily Hiniker, Jane Lokken*
> ***Staff:*** *Laurelyn Wieseman and Sue Bornick*

Jill moved to approve the 11/7 minutes with the above change, and Michelle seconded. The minutes were unanimously approved.

Current Business: Nicole

Google Analytics: Laurelyn shared Google Analytics statistics from 11/1/12 – 1/9/13. Over that period 708 different people visited the ECCF website, with 1,001 total visits. There were 2,633 page views with an average of 2.63 pages per visit. The bounce rate was 47.25%, something that Laurelyn was initially concerned about. Nicole shared that a 30% bounce rate is normal, and a higher bounce rate might indicate that visitors are either simply checking for updates on our homepage or otherwise finding the information they need on our homepage (which is a good thing). Michelle suggested that Laurelyn present Google Analytics' Visitors Flow statistics at the next meeting, to find out which pages visitors go to after our homepage, to find out if we need to add new links, and to generally provide more clarity. Duane suggested comparing ECCF Google Analytics statistics with those of other similar-sized foundations.

Brochures: Sue shared the finalized brochures (Leave a Legacy and Women's Giving Circle). The Fund brochure is embedded in the Annual Report and may be made into a separate brochure in the future. The Committee unanimously agreed the brochures look great, though in spots the contrast between background and text is a little low in the Legacy brochure.

Billboard update (Sue and Duane): In 2012 the ECCF received three free billboards from Lamar Advertising, which is very generous. These free billboards were put up when no other business was reserved for that billboard space for that time. The Committee decided to focus the November billboard on Legacy/End-of-Year giving, rather than Community Foundations Week, in the future.

New Business: Nicole

2012 Annual Report: Elle shared her progress on the 2012 Annual Report. Notable changes from last year's include:

- Expanded from 16 pages to 20, to add emphasis to the ECCF's grantmaking. Each of our four grant categories will have its own page, to lend detail and allow stories from one grant recipient in each category.
- The Eau Claire Public Schools Foundation will have its own page, in lieu of a separate Annual Report.

Sue shared printing bids from various local companies. Badgerland offered Sue 1200 copies with a 100 lb. cover weight and 80 lb. inside pages for $1,352. Litho Specialists offered the same product for $2,150. Eau Claire Printing could not handle the project, as it was too big. Johnson Lithographics quoted $2,020. The Committee decided to go with Badgerland for the Annual Report because of their equipment and cost.

Website – UWEC (Sue): We did not hear back from Kenny, the UWEC student interested in updating the ECCF website. Kenny approached the Foundation in late October and asked if he could design website updates for us, to gain web design experience for his portfolio.

UWEC Community Leadership Project (Sue): A group of UWEC Business students in Scott Lester's class will be working with the Foundation over Spring 2013 to create a new, updated video for the ECCF homepage.

Past Business: Nicole

ECCF Holiday Card (Nicole): Nicole congratulated Elle on a lovely 2012 Holiday card. She did note hearing a comment about the increased staff at the Foundation, based on the four signatures on the card. It was suggested by a Committee member that in the future, either Sue should only sign the card, or the interns should put ("Intern") by their name(s) to avoid raising questions about operational costs.

Community Foundation Week (Sue): The CF Week Open House was quiet; we had some board members and nonprofit organizations, but were not overly busy. We were still able to publicize the ECCF through advertising, increasing public awareness of the Foundation.

Holiday Celebration – Meet and Greet (Sue): The Holiday Meet and Greet, held on 12/5/12 at River Bend Vineyard & Winery, had a good turnout of 35-40 people. Many people commented that it was a nice event and should be repeated.

Review Activities: Sue

Children's Legacy Luncheon (Sue): The CLL Honorees have been announced: **Sara Antonson**, **Ron Buckli, Susan Hintgen, Betsy Kell, Rob Reid, and Arlene Wright**. A press release is forthcoming.

Advertising:

- The Leader-Telegram has offered us a ¼ page ad with a ¼ page article for $227, plus $50 for color printing.
- Her Impressions (a L-T magazine insert) has offered to give us an article for free when adverstising, which we will use to publicize the Women's Giving Circle. Duane suggested we consult a previous issue of "Her Impressions" to find out who else advertises there and also to check out the layout of similar articles. He advised us to stay away from articles that look like advertising or say "Sponsored Content," and to try to make sure the article looks like a newspaper article.
- Nicole suggested the ECCF advertise on a spadia on the Leader-Telegram. A spadia is an advertising flap that folds over the front page of the newspaper. She suggested the ECCF consider a spadia for the fall, since they are reasonably priced and we have less publicity in the fall.

Director Notes: Sue

- New Fund presentations: The Pinehurst Project Committee approached the Foundation for fund assistance. The project is tubing, downhill skiing, and snowboarding hill that is located on city-owned land. The city Parks & Recreation department has committed $50,000 to the renovation of this park. A similar fund in Menomonie was successful, and is nearly complete. The City Council will be approving the project soon.
- New Legacy Society Member: Winnie and Bill Bean

As a last note, Duane asked if we could prepare a short report detailing the amount of money the Foundation has granted over the last 15 years. Laurelyn agreed to create the report for the next meeting.

Next Meeting: **Wednesday, March 13, from 12:00-1:00** Nicole
RSVP to the Foundation office: 715-552-3801 or info@eccommunityfoundation.org

Adjourn: Meeting was adjourned approximately 1:05 p.m. Nicole

Save the Date:

Children's Legacy Luncheon April 18, 2013
11:30 a.m. – 1:00 p.m. Florian Gardens

Eau Claire Community Foundation
For Good. **For Eau Claire.** For Ever.

DEVELOPMENT COMMITTEE MINUTES
Thursday, November 8, 2012
7:30 A.M.
FOUNDATION CONFERENCE ROOM

PRESENT: Jim Pinter, Craig Carlson, Jack Postlewaite, Dave Adler and Linda Danielson
ABSENT: BJ Farmer, Greg Bremer, Jason Craig, Charlie Grossklaus, Paul Weinke, Gene LaRock and Bill Brunner
STAFF: Sue Bornick

The meeting was called to order by Jim Pinter at 7:30 a.m.

Minutes:
Minutes for October 11, 2012 were approved unanimously.

Current Business:

Potential Fund and Legacy List – Sue will formulate a list of contacts with the names shared, some may require an introduction.

Legacy Brochure – The Legacy brochure is almost complete. The goal is to have it printed in a few weeks. Sue will deliver brochures to the offices we have relationships with. It was recommended that we send a letter to our professional advisor list with the new legacy brochure. Sue will complete the task after Community Foundation Week.

Fund Brochure – We put a hold on the fund brochure and are considering using the Annual Report as the talking piece for potential fund holders. There will be a page in the Annual report devoted to a potential fund holder. Elle did start a design for a fund brochure and the content is almost complete, we will use the content for the Annual Report, but she wants to eventually complete the brochure for her portfolio and for future printing if we decide.

Board and Committee member meet and greet – The holiday meet and greet is planned for December 5 at River Bend Vineyard and Winery. Invitations will be sent by Friday. Pat will thank the committees and Trustees, Sue will give a brief update.

New Business:
No new business

Past Business:
Professional Advisor Event – Jack Postlewaite gave the final comments at the PA event and cover the impact professional advisors can have by reminding their clients about legacy giving. Approximately 50 people attended. Of the 16 feedback responses, 92.5% rated the Quality and Value of the session very high. See the attached report.

Review of Activities and Updates:
Community Foundation Week is November 12-18. The Judy Clark show is scheduled for November 12 and the Open House is November 15. Ayres Associates will sponsor the billboard.

Coffee/Lunch at the Foundation – Tabled until next meeting. Sue will speak with Tom Dow, Jill Barland and Charlie to plan their coffee or lunch.

Charitable Giving Poster- The poster is at CliftonLarsonAllen and will be delivered to Ken Vance Motors

Directors Report:
The Apply for a Grant website was reviewed. It was suggested that Tom Barland review the language in the table one more time.

October Fund, legacy & ECCF presentations:

- Presentation- Mike Toutant, Stifel Nicholas, Oct. 1
- WGC- 6 meetings – Oct. 2 (2), Oct. 8 (2), Oct 8 (Grant Review) and 19
- Fund meeting- Katharine's Wish Oct. 3
- Elk Mound Fund meeting – Oct 10
- POE presentation at Gloria Gold's home – 30 women – Oct. 15
- Paul Bunyan Logging Camp, Board presentation – Oct. 15
- Donor Presentation (update) to Founder Terry McEnany – Oct. 19
- Land Conservation Board Presentation – Oct. 25
- Fund meeting Dick Larson – grant visit – October 31

October Committees and other meetings:

- Clear Vision Board meeting - Oct. 4 & 25
- YMCA Achieve – Oct. 10
- Development Committee – Oct. 11
- Operations Committee – Oct. 11
- Graphic Design Class fund information meeting – Oct 16
- Professional Advisor Event – Oct. 18
- Investment Committee – Oct. 19
- Graphic Design Class fund information meeting – Oct 19
- Executive Committee- Oct. 23

Adjourn: The meeting adjourned at 8:25 a.m. The next meeting is scheduled for Thursday, January 10, 7:30 a.m. at the ECCF.

Respectfully submitted by,

Sue Bornick

Eau Claire Community Foundation
For Good. **For Eau Claire.** For Ever.

DEVELOPMENT COMMITTEE MINUTES
Thursday, January 10, 2013
7:30 A.M.
FOUNDATION CONFERENCE ROOM

PRESENT: Greg Bremer, Bill Brunner, Craig Carlson, Jack Postlewaite, Dave Adler, Gene LaRock, Paul Weinke and Linda Danielson
ABSENT: BJ Farmer, Jason Craig, Charlie Grossklaus, and Jim Pinter
STAFF: Sue Bornick

The meeting was called to order by Paul Weinke at 7:30 a.m.

Minutes:
Minutes for November 8, 2012 were approved unanimously.

Current Business:
Potential Fund and Legacy List – Sue formulated a list of contacts with the names shared, some require an introduction. Sue will cold call 5 names on the list, and asked for introductions from committee members for the rest of the names.

Annual Report – The annual report will have the legacy graph and a fund graph developed for a potential fund brochure. It will be truly a "one stop" to learn more about the ECCF.

Fund Brochure – Elle is going to complete the Fund brochure after the Annual Report. We may or may not decide to print it. She would like it for her portfolio.

New Business:
Professional Advisor Event- The date needs to be confirmed for either October 17 or 24. We need to confirm a speaker, then the date. Suggestions were to contact Steve Driever from Wells Fargo or Wayne Willi from US Bank. We would like to keep the standard of certification for attorneys, CPAs along with the addition of insurance credits and credits for financial planners. Sue will contact Steve Driever first.

Past Business:
Board and Committee member meet and greet – The December 5 holiday meet and greet was well received. It was suggested that we do a similar event in July. Suggested locations would be "Lazy Monk" in Banbury Place or "From the Vine" near hwy 93. It was mentioned how nice a past event was that was held at Postlewaite's home. Jack suggested Jenny may consider an event at her home this summer.

Legacy Brochure – The Legacy brochure is complete. Of the 2500 printed about 550 were mailed and about 300 were hand delivered to local offices. Dave Adler found one correction for the next printing.

Community Foundation Week - we had very little attendance at the Open House but the main purpose is to create awareness about community foundations through publicity. There were billboards, ½ page ad in paper, community boards and we were on the Judy Clark show.

Review of Activities and Updates:

Coffee/Lunch at the Foundation – Sue spoke with Tom Dow and he is considering the month of April or May. Hopefully through the potential donor/legacy list we will have more coffee/Lunch at the Foundations.

Charitable Giving Poster- The poster is at Ken Vance Motors and will be heading to Baumann Associates for the month of February.

Directors Development Report:

November/December Fund, legacy & ECCF presentations:

- Presentation- Mike Toutant, Stifel Nicholas, Oct. 1
- WGC Annual Meeting – Nov. 13 (gave a short presentation)
- Katharine's Wish on the Judy Clark Show – Dec. 3
- Judy Clark Show, about Foundations – Nov. 12
- Children's Legacy Luncheon meeting – Nov. 12, Dec. 6
- Presentation at Northwestern Mutual – Nov. 12
- Fund meeting, Soccer Fund – Nov. 13
- Fund meeting, Boy Scouts – Nov. 13
- Legacy meeting, Ken Vance – Nov. 20
- Legacy meeting, Bill and Edwina Bean – Dec. 4
- Legacy/fund meeting, Mark Helland – Dec. 4
- Flying Eagles fund meeting – Dec. 4
- WGC meeting – Dec 5
- Presentation at Thrivent Financial – Dec. 6
- New fund meeting, Clarks – Dec. 10
- New fund meeting, Pinehurst Project – Dec. 11
- City Council meeting for Soccer Sculpture – Dec. 11
- Gloria Gold, Annual Report meeting – Dec. 19

Adjourn: The meeting adjourned at 8:25 a.m. The next meeting is scheduled for Thursday, February 14, 7:30 a.m. at the ECCF.

Respectfully submitted by,
Sue Bornick

Director Notes 1/31/2013

Electronic – Grants were approved in January to be recorded in the January 31 minutes:
Terry and Flo Sheridan Family Fund– Donor advised grant recommendations:
- Eau Claire Public Schools Foundation , $1000 Flynn Greatest Needs,
- $1000 Meadowview Greatest Needs,
- $1000 ECPSF Fund for the Future

Carlson Family Fund- Donor advised grant recommendations, unrestricted - **PUT ON HOLD – no approval.**
- $250 Wildlife Rehabilitation & Release, Inc ,
- $500 Eleva-Strum Public Education Foundation,
- $350 Innovation Foundation of Western Wisconsin

Mike Siker Donor Advised Fund – grant recommendations
- UCPS $450 unrestricted
- UWEC Foundation – for the Center for Advising, Development, and Enrichment for the purpose of assisting returning students and students in financial difficulty with their registration fee.

Children's Legacy Luncheon Fund –Honoree grant recommendations
- Literacy Volunteers-Chippewa Valley – Family Literacy Program
- Boys and Girls Club of the Greater Chippewa Valley- Unrestricted
- Eau Claire Junior League – Eau Claire Diaper Bank Program
- Special Olympics Wisconsin Area – Unrestricted
- Chippewa Falls Area Unified School District – Chippewa Area Mentor Program
- School District of Altoona – Altoona Children's Council

Electronic – Funds approved in January to be recorded in the January 31 minutes:
Talley Family Fund- Acorn Fund – direction of fund has not been decided yet.
Carlson Family Fund – Donor Advised Fund
Clark Family Fund – Designated Fund Acorn Fund – but they are still deciding on the designations. They are considering United Way, St. Olaf and Regis. The children will pick two designations and the parents will choose one. If all non-profits are unable to receive grants each year because of the minimum of $100 they will pick a primary and recommend rotating each year the other two organizations with the understanding the Grant Committee makes the final recommendation to the Board of Trustees.
Paul and Cheri Weinke Family Fund - unrestricted
Larson Family Fund – restated and named successors with restrictions
Pat and Sue Quinn Recreational Fund – restated from field of interest to a donor advised fund
Sculpture Tour Eau Claire Fund – Amended name of fund to, Sculpture Tour Eau Claire Operations Fund

Policy – Procedures:
Pass-Through Fund policy change in the Investment Committee minutes.

Fund Updates:
Women's Giving Circle- Annual meeting Nov. 13 was attended by approximately 40 people. I gave an update on the Foundation. WGC Circle Advisory Team retreat was 1 hour after the Annual Meeting. CAT Team meeting was January 21. Karen Tomesh resigned as Chair of the Grants Team because of work commitments. Mary Ann Ogden stepped up and volunteered to be Co-Chair and Sue Rusboldt assumed the Chair position. The Education Team is considering advertising the WGC Spring Gathering and Fall Educational Event and currently researching the Sr. Review, costs were discussed. The Circle Advisory Team is planning a 2 hour retreat on February 18, 4:00 at the Foundation.

Children's Legacy Luncheon- Sponsorship letters were mailed on January 18. A hand written note in each letter highlighted the Honoree that referred them. Mayo Clinic Health System reduced their sponsorship this year to the $1000. So far we have $3000 in cash sponsorships. The meal will be chicken salad vs. chicken and rice this year. Every year The Florian Gardens as increased their prices. In order to keep the same ticket price this year ($30)

Clear Vision: Empowerment Summits (4 summits 1 coaches training) went fairly smoothly in October and November. I helped out knowing in spring I will not be able to participate as much due to the Foundations busy schedule.

Event Updates:
Holiday meet and greet – covered in communications committee minutes

Financials: $50,000 was transfer from peoples to RBC Long Term account on 12/26/2012

Notation in January 31 Minutes*:*
Eau Claire Public School Foundation Grants:

Amount	**Fund**	**School**	**Purpose**
$2500.00	ECPSF Fund for Today	$125 to each school	Unrestricted
$1000.00	ECPSF Fund for Today	North	Baseball
$1000.00	ECPSF Fund for Today	Memorial	Baseball
$2000.00	ECPSF Fund for Today	Montessori	Unrestricted
$250.00	ECPSF Fund for Today	North Star	Unrestricted

Directors Report of presentations and other activities:
November/December Fund, Legacy & ECCF Presentations:

- Presentation- Mike Toutant, Stifel Nicholas, Oct. 1
- WGC Annual Meeting – Nov. 13 (gave a short presentation)
- Katharine's Wish on the Judy Clark Show – Dec. 3
- Judy Clark Show, about Foundations – Nov. 12
- Children's Legacy Luncheon meeting – Nov. 12, Dec. 6
- Presentation at Northwestern Mutual – Nov. 12
- Fund meeting, Soccer Fund – Nov. 13
- Fund meeting, Boy Scouts – Nov. 13
- Legacy meeting, Ken Vance – Nov. 20
- Legacy meeting, Bill and Edwina Bean – Dec. 4
- Legacy/fund meeting, Mark Helland – Dec. 4
- Flying Eagles fund meeting – Dec. 4
- WGC meeting – Dec 5
- Presentation at Thrivent Financial – Dec. 6
- New fund meeting, Clarks – Dec. 10
- New fund meeting, Pinehurst Project – Dec. 11
- City Council meeting for Soccer Sculpture – Dec. 11
- Gloria Gold, Annual Report meeting – Dec. 19

January Fund, Legacy and ECCF Presentations:

- Pinehurst Project Fund meeting – Jan. 2
- Pat and Sue Quinn Fund meeting – Jan. 3
- Sculpture Tour Eau Claire, fund presentation to Board, then to Treasurer – Jan. 8, 17
- WGC meetings – Jan. 10, 15, 21 (2)
- Mary Beth Kelley-Lowe Foundation meeting – Jan. 7, Jan. 10
- Spirit Fund meeting – Jan. 11, 22
- Presentation to financial planner (Chris Hasenberg) – Jan. 14
- Craig and Gail Carlson Fund meeting – Jan. 18
- Clark Family Fund meeting – Jan. 21

November/December Committees and other meetings:

- Clear Vision Board meeting/ Empowerment Summits – Nov. 1, 5, 6, 12, 26
- Communications Committee – Nov. 7
- Development Committee – Nov. 8
- Chamber communications Committee – Nov. 20
- Webinar, Council on Foundations – Nov. 27
- Grant Training for non-profits – Nov. 28, Dec. 5
- Meet and Greet, Jill Barland's home – Nov. 28
- Waterways plan meeting for Soccer Sculpture – Nov. 28
- Meet & Greet, Board & Committee members – Dec. 5
- Chamber holiday event – Dec. 6
- Graphic Design presentation for funds at Foundation – Dec. 13
- Mary Beth Kelley-Lowe – retirement gathering – Dec. 17

January Committees and other meetings:

- CLL Meetings – Jan. 8, 16, 22
- Grant training – Jan. 9, 10 (2)
- Communications Committee – Jan. 9
- Development Committee, Operations Committee – Jan. 10
- Investment Committee- Jan. 11
- Executive Committee – Jan. 15
- Chamber Communications meeting – Jan. 15
- UWEC Development Leadership class – Jan. 25

Training:
Donors Forum of Wisconsin peer learning – Nov. 2
FIMS, General Ledger training – Jan. 2
FIMS, Running reports and exports – Jan. 24

Staffing: Looking for referrals for the Public Relations and Grants Specialist position. I will send out a revised position description. Approximately 20 - 28 hours a week to start, but regular Foundation hours (28) in May.

Future Events:
Children's Legacy Luncheon, *April 18, Florian Gardens*
Women's Giving Circle Spring Gathering*, April 29, Eau Claire Golf and Country Club.*

Respectfully submitted,

Sue Bornick
Executive Director