Meeting: Eau Claire Public Schools Foundation – Board of Trustees Meeting

Date: October 25, 2022

Time: 12:00pm

Location: In person at Wipfli and via Zoom

Attendees:

☒ Wayne Wille, Chair	☒ Patti Iverson (V)	☒ Jennifer McHugh	☒ Michael Strubel
☒ Emily Kurth, Vice-Chair (V)	☒ Dr. Carmen Manning	☒ Angie Nijhawan (V)	☐ Dr. Lori Bica
☒ Brad Juhlke, Treasurer	☒ Heather Market-Sullivan	☒ Becky Nolan	☒ Mike Johnson (V)
☐ Julia Diggins	☒ Laura Marthaler	☒ Amy O'Connor (V)	☐ Grant Beardsley
☒ Kim Hagen	☒ Jim McDougall	☒ Derek Prestin	☒ Todd Johnson

V = Virtual

Notes Generated by: Terri Grzyb

Guests: Sue Bornick, Executive Director of Eau Claire Community Foundation

Introductions – Todd Johnson, Sue Bornick, Kim Hagen, Jim McDougall, Michael Strubel, Laura Marthaler, Dr. Carmen Manning, Derek Prestin, Heather Market-Sullivan, Jennifer McHugh, Becky Noland, Terri Grzyb, Wayne Wille, Brad Juhlke, Emily Kurth, Angie Nijhawan, Patti Iverson, Mike Johnson, Amy O'Connor

Meeting called to order at 12:23pm by Chair Wayne Wille.

Call to Order

- Approval of meeting minutes of 07/26/2022.
  - Motion by Michael Strubel, second by Jim McDougall. Motion passed by unanimous voice of approval.

Financial Report – Brad Juhlke

- Overview of Q3 2022 financials and Fund 21 expenditures.
- Brad reviewed 1st page of Balance Sheet for September 30, 2022.
  - Down $375,000 in net assets, due to the market situation, but sitting fairly well from cash standpoint. Pledges are on pace to be received.
  - Change in Net Assets; donations received from School District ($50,000) and Golden Apple ($19,000).
  - Expenses – salaries will be more of a steady expense going forward with the hiring of Todd Johnson as full-time Executive Director and hopefully an addition of an Executive Assistant.
  - Investment gain/loss - $707,000 for the year; investment strategy based on community foundation's investment strategy; finance and investment committee help assist; Wayne commented that Sue shared changes that have been made with fixed income investments; it's an ongoing process; Sue touched on investment overview and ask that this be shared with the entire Board, as it's all open and transparent. Todd and Wayne will get this out to the entire Board.
  - Expenses vs. grant clarification was talked about. If making a payment to a non-501C3, not allowed to call a grant (need to classify as an expense).
  - Operations Fund balance – we have some room here and a spending policy to help get more monies into our Operational Funds to help sustain and grow the Foundation.
  - Outstanding Pledges – American Phoenix. Laura reached out to them; they are on pace.

- Grant report. Payments on grants approved at prior meetings.
- Reviewed quarterly disbursements. Jim McDougall talked about Fund 21 report (reconciliation of the grants that we've pledged to make within the School District and our reimbursement to the District); the process of reimbursement – the District pays schools and then the Foundation reimburses the District). Heather Market-Sullivan mentioned #5 – Hero Award – Melissa Greer doesn't work at Northwoods – she teaches at Putnam.

- Motion by Becky Noland, second by Carmen Manning, to approve Q3 2022 financials (includes Fund 21 expenditures). Motion passed by unanimous voice of approval.

Other Business

- Approval to transfer $100,000 from the Homeless Children and Youth Fund (pass-through) to Homeless Children and Youth Endowment Fund (long-term fund).
  - Todd talked about the fund and how this offers a better rate of return on investment. Dani (advisor on account) is on board with strategy; funds going to same cause.
  - Motion by Becky Noland, second by Brad Juhlke. Motion passed by unanimous voice of approval.
- **Grants**
  - Group discussion about EDI Fall 2022 grants recommendations and Annual Fall Cycle 2022 grants.
  - **Allocations Committee Report – Dr. Carmen Manning**
    - Had fewer grants than asked historically; why is this happening; looked at past history; need to work on applications and scoring system; What is the long-term strategy in how the Foundation works and how can we improve system.
    - Recommended all grants that came through, except for one (playground related). That was sent back to Todd to see how the Foundation can assist.
    - Todd thanked Carmen for her work. Switched a couple of grants from annual grant cycle to EDI (better fit). Funding remains the same. Todd reached out to school with playground and how we can partner with them (has meeting set up with PTA).
    - Came in under $10,000 for annual Fall cycle; leaves more for Spring cycle.
    - Carmen asked about Meadowview being listed twice ($2,500 and $1,000). This is a typo; should only be funded for a total of$2,500 out of EDI (not the additional $1,000). The last line on the Fall 2022 Fund Allocations sheet in the EDI section should be stricken. The total should be $9,474.50.
    - Michael – the better stewards we are regarding our process, the more we can market and help encourage schools/staff to apply.
    - Motion by Jim McDougall, second by Laura Marthaler, to approve grants recommendations as presented with the modification discussed (the last line on the Fall 2022 Fund Allocations sheet in the EDI section – $1,000 for Meadowview SMART – should be removed). Motion passed by unanimous voice of approval.

Superintendent Update – Mike Johnson

- Recognized Todd Johnson; talked about advertising video that was sent out to All Staff.
- Preparing for school report cards – this becomes public on November 15.
- Official budget adoption occurred on October 24, 2022; more FTEs (have specific needs); using ESSER funds.
- Referendum update – continuing to reach out to community and schools. We educated our staff; WEAU support; Rotary meetings scheduled; joint presentation with the City.
- Naming rights for buildings. Kim Hagen had a proposal to name buildings after Marv Lansing and John Bowman; we now have 6 committee members that are following policy. Need to follow process and then present recommendation to Board. Kim thanked Mike.

Nominations Committee Recommendations – Derek Prestin

- No report.

Executive Committee Report – Wayne Wille

- Hiring and onboarding of Executive Director.
- Engaged in discussions about adding an assistant; moving forward.
- Jim is working on Committee organizations.
- Working with Sue Bornick and the ECCF; discussion around fee sharing; ties in with adding the assistant position (expansion of role).
- Wayne is working on MOU with District; very close to concept.
- Support for capital campaign for referendum.
- Becky asked about the assistant; how close are we? What's the hold up? Slight delay in getting info to Todd regarding position description.

Marketing Committee Report – Emily Kuhn

- Had not met recently.
- Golden Apple; High level fundraising goals.
    - Jim plans to have committees meet on a regular basis.
    - Carmen says the Allocation Committee needs to meet regularly outside of grant cycle recommendations.
    - Should we have a Grant subcommittee of the Allocations Committee?
    - Brad asked how 4 the Kids Golf outing relates to Foundation (homeless fund); Becky – this is a fundraiser for the homeless fund; Clear Water Kiwanis group helps Dani; donation splitting to help sponsor their activities and fund homeless fund (2 organizations that partner together for benefit of whole community); we are a fiscal sponsor.

Development Committee Report – Julia Diggins

- Julia is not in attendance.
- Michael – volunteer fundraising; mutual benefit to align with other groups that help our schools; perhaps we can grow from this and involve community. Sue - Need to be very selective.
- Kim – What do we do to promote the ECPSF? WEAU promotes the Golden Apple – promotes donors and awareness. Emails, website, etc. More select opportunities are needed to build awareness.

Executive Director Update – Todd Johnson

- 3 goals: *communication, raising funds, visibility*
    - There are staff and community members who are not aware of the ECPSF. We need to get the word out. What is it that we want to convey to the community? Talk with teachers to get word out on how we can help.
    - Needs help putting events together, especially with Golden Apple coming up.
    - Thanked Brad for hosting and providing the food; thanked Sue for support and welcome; thanked Laura.
    - Meeting with donors and groups of people; met with all but 2 middle school principals; reaching out to secretaries and partnership coordinators.
    - Got to make a video with Mike.
    - Grant cycle – was fun to hear conversation (philosophy questions).
    - Thanked several committee members.
- Nominations for Golden Apple to open soon.
- Jim – hope to have social time for Laura for proper sendoff/good-bye after the election.

Next meeting Tuesday, January 24, 2023, 12:00pm

Motion by Jim McDougall, second by Kim Hagen, to adjourn the meeting. Motion passed by unanimous voice of approval.

Meeting adjourned at 1:30pm