

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
January 19, 2012

The meeting was called to order at 12:02 pm by President Angela Moore at the Pizza Hut in the Council Grove with the following members present: A. Moore, Julie Hower, Jan Oleen, Craig McNeal, Diane Jernigan, Amy Allen, Sandy Bachura, Dee Gieswein, Bill Wessel, TR Scott, Joann Kahnt, Larry Landgren, and Bill Kassebaum. Those unable to attend the meeting were: Lance Tischhauser and Diane Bolton.

The minutes of the previous meeting were approved as emailed and distributed with a motion by D. Gieswein and a second from S. Bachura.

The financial report was presented by J. Hower. She explained that the balance of \$15,549.00 included only the funds in Farmers and Drivers Bank as the year end statement has yet to be received from Topeka.

In Old Business, Moore reported that she had received additional emails from the Kansas Assn. of Area Foundations. J. Hower had to secure the cancelled check from last year's membership in order to verify that it had been presented. In response, the KAAF responded by providing us with a free membership this year. TR Scott filled out and submitted the online application in response to the emails.

A form letter was drafted by Scott and a hard copy was provided to the Board for future use with alumni information, pulling data from the CGAF brochure and using the Marion information as a guideline. This information was emailed to all board members as a Word document and a pdf prior to today's meeting. It was resent again today due to technical errors.

Moore has attended the Dwight City Council meetings, Scott will attend Council Grove, and Kahnt will cover White City in an effort to share information about the CGAF. Moore is slated to attend an Alta Vista meeting as well. Other communities as well as community organizations will also be approached regarding CGAF members sharing information in an effort to increase the knowledge of the Foundation.

Per an email, read by Moore, from D. Bolton, Master Landscape will have two plans prepared regarding landscaping at the Seth Hays Home, pending approval from the Morris County Historical Society, for us to review at the next meeting.

Scott read a thank you letter from the PRIDE committee for the \$4000.00 awarded as a grant in 2011.

In New Business, there was discussion regarding the current policy of thank you notes being distributed for contributions. In previous years, a letter, as required by the IRS was mailed annually along with 1099's. J. Oleen moved that we handle the thank you process at each meeting individually and that annual IRS letters continue to be sent with the 1099's. Gieswein seconded and motion carried. Hower will provide a list of contributors at each meeting.

Moore stated that the KCAF Board and CEO Retreat will be held February 6, 2012 in Topeka. Those interested in attending need to register online prior to January 25th.

A reminder was made about brochures for the Foundation being located at the Aldrich CPA office for general distribution. Scott stated she would take brochures to the local funeral home after the meeting to further awareness of the organization.

L. Landgren moved we cast a unanimous ballot for the 2012 officers. Officers being: A. Moore, President; S. Bachura, V. President; J. Hower, Treasurer; T. Scott, Secretary. J. Oleen seconded the motion. J. Hower read

aloud the portion of the Bylaws regarding the nomination of officers. It was noted that terms are for one year and the information is contained on pages 9 and 10 of the Bylaws. Motion carried.

There was discussion led by D. Gieswein regarding volunteers in the community and she thanked those who take the time to attend the meetings and work for the Foundation.

Moore reviewed the ideas presented at the beginning of 2011 and gave an overview of where the projects stand. She asked that each member please bring one good thing that is/has happening(ed) in your community to share with the group at the next meeting. She also asked that each member provide a list of goals and achievements they would like to discuss.

After some discussion, it was agreed that an annual ad in area newspapers might remind people of the tax benefits of contributing to the CGAF.

And finally, it was recommended that another way to spread the word about the organization might be to create a Facebook Page.

The next meeting will be held on March 15, 2012 at noon, at the Council Grove Pizza Hut. Scott will make the arrangements.

With no further business to discuss, the meeting adjourned at 12:52 pm, with a motion from J. Kahnt and a second by B. Kassebaum.

Respectfully submitted, TinaRae (TR) Scott, Secretary

Council Grove Area Foundation
Board of Directors Meeting
March 15, 2012

A meeting of the Board of Directors of the Council Grove Area Foundation was held March 15, 2012 at the Pizza Hut. Directors present were: Julie Hower, Jan Oleen, Sandy Bachura, Diane Bolton, Larry Landgren, Joann Kandt, Bill Kassebaum, Amy Allen, Diane Jernigan and Dee Gieswein.

Bill moved that the minutes of the last board meeting be approved as written. Larry seconded the motion and it was passed.

Julie Hower went over the financial report. Checking account balance was \$ 15,549.09. Larry made a motion to approve the financial report, seconded by Diane Jernigan. Motion was carried.

Julie also presented a list of thank you cards that need to be sent out as discussed at our prior meeting. Since the two names submitted were regular contributors, it was decided to continue with the thank you at the end of the year as done in the past.

Diane Bolton presented two proposals from Jill Dupler/Master Landscaping for the Seth Hayes landscaping project. After discussion, Diane Jernigan made a motion to accept Option #1 due to less maintenance and lower cost. Amy seconded the motion and it carried. The bill will be paid from the Schultz fund. Diane Bolton volunteered to water and care for the plants.

Julie reported her and Sharon Haun attended the City Council meeting and got the approval to proceed with the topographic survey on the Riverwalk. The bill from Schwab-Eaton is \$ 10,400.00 and will be paid from a CD from the Nystrom Foundation. Julie made a motion to reimburse the City for this bill, Diane Bolton seconded. Motion was carried.

The board reviewed a tax season ad submitted by Angela Moore. After discussion, the board decided to delete the wording of “grants go to special medical needs” and Larry also suggested we should add “see your tax advisor and change the wording to “could be a tax deduction”. Amy will double check the wording and will email Angela directly. Diane Jernigan made a motion to proceed with the ad to the paper after corrections. Bill seconded, motion carried.

The item “upcoming speaker” on the agenda was tabled due to Angela’s absence and no information known by board members.

Bill moved to adjourn the meeting at 12:40 p.m., seconded by Amy.
Motion was carried.

Next meeting will be May 17, 2012. Board members were asked to think about new projects to submit at this meeting.

Dee Gieswein (In absence of TinaRae Scott)

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
May 17, 2012

The meeting was called to order at 12:04 pm by President Angela Moore at the Kaw Room of the Hays House in the Council Grove with the following members present: A. Moore, Craig McNeal, Amy Allen, Dee Gieswein, TR Scott, Joann Kahnt, Larry Landgren, Bill Kassebaum, Sandy Bachura, Julie Hower, Jan Oleen, and Bill Wessel.

Those unable to attend the meeting were: Lance Tischhauser, Diane Bolton, and Diane Jernigan.

Special guest at the meeting was Liz Workman, Greater Manhattan Area Foundation.

The minutes of the previous meeting were approved as emailed and distributed with a motion by Bill Kassebaum and a second from Larry Landgren.

The financial report was distributed by Amy Allen and presented by Julie Hower, Treasurer, with a checking account balance of \$11,897.54 at Farmers and Drovers and a balance of \$385,010.09 with TCF, for a total of \$443,818.75. There were no out of the ordinary activities requiring thank yous at this time. A Thank You will be sent to C.B. Smith by Julie Hower.

In Old Business, with the absence of Diane Bolton, there was no update on the landscaping at the Seth Hays Home. Dee Gieswein and TR Scott reported that the statues are not placed correctly, where they were when the statue was set. The rocks that need to be under Seth Hays feet are also not in position. In the concern of time, this item was not discussed further.

In New Business, A. Moore presented the tax ad to the board stating that the ad should be run near the year end, changing the wording to read year end, beginning in mid-November running through the end of the year, December 31. A theme of "thanksgiving" might be utilized. Larry Landgren moved, Bill Kassebaum seconded, to place the ad mid-November and run weekly through the end of the year. Motion carried.

Julie Hower reported that Janis Bosch contacted her with regards to a scholarship in Paul Bosch's name from his memorials, in the amount of almost \$2500.00. The family will continue to contribute in the future. D Gieswein made the motion, seconded by A. Allen to accept the Bosch scholarship fund.

Moore presented an invoice from Aldrich Company in the amount of \$1250.00 for tax preparation for the Foundation, and Amy Allen provided the tax return. Bill Kassebaum moved to pay bill, seconded by Sandy Bachura, motion carried.

Moore stated that the sculpture recently created by native Jesse England is available for sale for \$500 to \$600, depending upon its placement. She stated that she had a discussion with the Community Arts Council. They would like to encourage a full size wagon crossing the Neosho River and more life-sized pieces along Main St of members of our community. There was much discussion regarding this specific piece and that a plan would need to be developed for purchases in the future. Bill Kassebaum gave an update on the Schultz Fund and its usage, as a refresher to the members present. There was also much discussion regarding what sorts of projects the committee would be interested in for the upcoming years. The suggestions included a Santa Fe Trail statue with landscaping located at the Morris County Courthouse for a County wide project, and a Don McNeal statue (with his families permission) to commemorate his work towards tying the communities in Morris County together. These types of projects might get more buy in from the area organizations and residents. Larry Landgren moved, D. Gieswein seconded, we move forward with some sort of art project, with members bringing in ideas for the next meeting, July 19. Motion carried.

Liz Workman, guest speaker from the Greater Manhattan Community Foundation, gave a report on how their Foundation was formed and in what direction they are heading. They have a staff of 2.5 people, growing from volunteers to paid personnel. "It makes a sense to some donors to make them understand that the funds they contribute will continue to grow, with funds contributed by additional donors." The Kansas Health Foundation grant matching program is heavily utilized by the GMCF, each year of their existence, as noted in the information provided by Workman. They offer grants with the matching donation idea, they won't fund a full grant but instead do matching funds to encourage buy in from those requesting funds. Leveraging dollars makes the community more aware of projects and the GMCF activities. Minimum funds accepted by the GMCF are \$25,000.00. She recommended the CGAF members take a look at their website. They received a single gift of over \$20 million last year, and over 80% of their funds are endowed. Almost 12% of their available funds support specific organizations, such as United Way. They are working to build their unrestricted funds. The recommendation was made to take advantage of the activities, seminars, webinars, and workshops offered by the Kansas Association of Area Foundations, since we are members of the organization. She offered further materials to Moore to use as future guidelines and templates.

The next meeting will be held on Thursday, July 19, 2012 at noon, at the Hays House. Scott will make the arrangements.

With no further business to discuss, the meeting adjourned at 1:07 pm, with a motion from Amy Allen and a second by Sandy Bachura.

Respectfully submitted, TinaRae (TR) Scott, Secretary

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
September 20, 2012

The meeting was called to order by President Angela Moore at the Kaw Room of the Hays House in Council Grove with the following members present: Angela Moore, Craig McNeal, Joanne Kahnt, Bill Kassebaum, Julie Hower, Jan Oleen, Bill Wessel, Amy Allen, and Dee Gieswein.

Those unable to attend were: TR Scott, Diane Bolton, Diane Jernigan, Sandy Bachura, and Lance Tischhauser.

Special guest was Darrel Bryant.

The minutes of the previous meeting were approved as emailed and distributed with a motion by Bill Kassebaum, seconded by Joanne Kahnt. Motion carried.

The financial report was distributed and presented by Julie Hower, Treasurer. The checking account balance was \$ 3,761.38. She also advised \$ 10,400 was taken out of CD's to pay Riverwalk survey to the City of Council Grove.

The grant committee made the following recommendations:

- \$ 2,000 Morris County Fair Association-Sound system
- \$ 2,500 Morris County Youth Rodeo Assn.-Arena waterer
- \$ 2,000 Council Grove Public Library-Books
- \$ 1,700 White City School-Accelerated reader program renewal
- \$ 2,000 White City School-Financial Literacy & Career Exploration-computers
- \$ 2,000 Building Blocks Community Health Care, Inc.-Operating expenses
- \$ 1,000 Confidential Crisis Help-Confidential Crisis Help Line

There were 9 grant applications received, with 7 grants being awarded. Total \$ 13,200.

A written request was received asking the Olsson Scholarship Fund be changed to The Frank, Wilma, and Rachele Olsson Family Scholarship Trust Fund. Dee Gieswein made a motion to approve this request, seconded by Amy Allen. Motion carried.

Julie Hower reported she talked to Jeff Peterson about the possibility of housing the Katie Gant Scholarship fund with the CGAF.

Angela Moore advised the Dwight Economic Development is interested in setting up an enhancement fund with CGAF. Angela will attend the next meeting and gather more information.

CGAF ads were discussed. Julie Hower made a motion the ad be ran in October, November and December and see if there is any response and re-evaluate in January. Bill Kassebaum seconded. Motion was carried.

Jan Oleen reported he has asked Diane Miller to join the board. She accepted the invitation. There were other names suggested and asked that any ideas be sent to Jan or Sandy. There will be five vacancies on the board that needs to be filled.

Darrell Bryant awarded a check on behalf of Lorene Smith from Kansas City to the CGAF in the amount of \$ 900,000. There are no restrictions on the fund, just furtherance of activities voted by the CGAF board. Mrs. Smith had a love for Council Grove, Herington and the Flint Hills area. She passed away in February of 2011. A photo in the area papers was discussed. Craig McNeal/Council Grove Republican will take photo and forward to Prairie Post.

Community Arts Project was voted on. It was decided to start with the repair of the silhouettes in conjunction with the Community Arts Council. Angela Moore will report to the Community Arts Council at their next meeting.

There was a reminder of the October 14, 2012 meeting. All foundations will be meeting to discuss the Riverwalk project with boards of Nystrom, Trembly, Young and Hylton.

Angela Moore will be attending the KCAF Annual conference in Wichita on October 29-30th. Dee Gieswein made a motion, seconded by Bill Kassebaum to pay the \$ 35.00 fee, motel and mileage. Motion carried.

Next meeting will be held November 15, 2012 at the Hays House at 12:00 p.m.

Meeting was adjourned at 1:10 p.m.

Respectfully submitted by Dee Gieswein in absence of TinaRae (TR) Scott, Secretary

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
November 15, 2012

The meeting was called to order at 12:08 pm by President Angela Moore at the Kaw Room of the Hays House in the Council Grove with the following members present: A. Moore, Craig McNeal, TR Scott, Joann Kahnt, Amy Allen, Dee Gieswein, Diane Jernigan, Bill Kassebaum, Sandy Bachura and Julie Hower.

Those unable to attend the meeting were: Lance Tischhauser, who resigned via notification to Angela Moore, Diane Bolton, Larry Landgren, Jan Oleen and Bill Wessel.

Special guests at the meeting were Bobbie Alexander and Cheerie Baker, representing Alexander Art Works and the Community Arts Council, respectively.

The minutes of the previous meeting were approved as emailed and distributed with a motion by Bill Kassebaum, seconded by Amy Allen. Motion carried.

The financial report was distributed and presented by Julie Hower, Treasurer, with a checking account balance of \$7,432.01. There were no quarterly reports from the TCF for this meeting. There are also no donations requiring thank you's at this time. She also read a letter regarding the funds contributed by Lorene Smith from Darrel Bryant. A copy of this letter will be placed in the Secretary notebook and the original will be filed at Aldrich CPA, with Jim, where the other documents regarding the CGAF are housed.

NEW BUSINESS

- Report on KACF Conference-was given by A. Moore, with a presentation of handouts from Judy Sjostedt, PACF & Regional Affairs. A copy of the presentation regarding "Our Community's Foundation: Telling the Story" was presented to all present.
- Monsanto grant for communities was explained for the Grow Communities Grant. A. Moore would like the information to get out to area farmers and ranchers. Ideas were discussed about how to put the

- idea of marketing the Area Foundation in front of that selection of persons.
- Report on "All Foundations" meeting about Riverwalk-J. Hower reported on the all foundations meeting that was held on Sunday, October 14. The meeting was well attended and many ideas were discussed. The Riverwalk Task Force met 2 weeks ago and is meeting tonight with Schwaub/Eaton to turn the master plan over to them in order to get the plan submitted.
 - Report from the Nomination Committee-S. Bachura reported that Diane Miller is interested and accepted the nomination. It was stated that Tim Tyner is considering the appointment as well as Scott Bankes or Angie Schwerdtfeger, from TCT. Other nominees were also discussed included: Ronnie Carlson, Lee Dobratz, Diana Jost, Pat Koons, Cheerie Baker, Gary Catlin, and Deb Sawyer and more. The committee welcomes additional suggestions for future members. The nomination committee of S. Bachura, J. Oleen, A. Allen and TR Scott will continue to find 6 total replacements for L. Tischauser, C. McNeal, D. Gieswein, B. Kassebaum, L. Landgren, and D. Bolton. Those members of the board who have not turned in their notebooks need to do so prior to the January meeting so that they can be handed out to those who are replacing outgoing members.
 - J. Hower stated that a bill for \$125.00 was submitted for mileage and turnpike tolls from Moore for her recent trip to the KCAF meetings. She also stated that the KCAF membership renewal is due at this time. Scott moved to pay both bills, Kassebaum seconded. Motion carried.

OLD BUSINESS

- Community art project (Shultz Fund): Presentation on the condition of the Silhouettes and estimate for repair/rebuilding by Bobby Alexander, Alexander Artworks/Cheerie Baker, President, CAC. An estimate was presented by Alexander Artworks for \$25,494.00 for the design, layout, cutting, welding and placement of all new sculptures being duplicates of the existing silhouettes, repairing the designs to correct prior repairs that have altered the sculptures. Baker expressed her pleasure and that of the CAC at actions taken by the CGAF to move forward with this project. B. Kassebaum stated that it would be in the interest of the CAC to get an easement and contract with landowners

regarding placement of the statues since installation would require disturbing the land. The project would be a spring job and would take approximately a month to complete, weather permitting. Scott moved that the estimate be accepted as presented, with the consent of the CAC, to begin work as soon as weather permits. Motion was seconded by D. Jernigan. Motion carried. It was recommended that a letter of understanding should be created stating funds, time-line and expectations from B. Kassebaum as utilized with John Forsythe.

- AF Ads-for end of year contributions, regarding tax breaks and Thanksgiving were discussed. It was moved we put full size ads in both the Prairie Post and the CG Republican as well as the inserts into the out of state papers per B. Kassebaum and seconded by D. Gieswein. Motion carried.
- With the absence of D. Bolton, there was no report on the landscaping project at the Seth Hays Home.

The next meeting will be held on Thursday, January 17th at noon, at the Hays House. Scott will make the arrangements. New board members will be present, and notebooks distributed and officers will be elected.

With no further business to discuss, the meeting adjourned at 1:12 pm.

Respectfully submitted, TinaRae (TR) Scott, Secretary