

Board Meeting Minutes

July 5, 2023

5:00 p.m.

Richland #44 High School



Richland #44 Foundation Minutes

Members Present: Megan Kummer, Scott Johnson, Mary Jo Schmid, Jenny Schmitt, Chad Ulven, Nicole Holdman, Dr. Britney Gandhi (via Zoom)

Others Present: Juli Mauch, Becky Bakke

Agenda Items	Discussion/Motion
FOUNDATION BOARD NEW BUSINESS:	
<ul style="list-style-type: none">• Approval of June 7, 2023 Minutes	MARY JO SCHMID MOTIONED TO APPROVE THE JUNE 7, 2023 MINUTES. SCOTT JOHNSON SECONDED THE MOTION. THE MOTION CARRIED.
<ul style="list-style-type: none">• EPAC Loan Progress	Foundation Board members and Bell Bank representatives have not connected for a meeting about a future EPAC loan. Establishing a line of credit is also an option being considered.
<ul style="list-style-type: none">• JPA Funds Access <i>-Sources & Uses Statement</i> <i>-Construction Budget</i>	In order to access the JPA funds the Foundation must provide, as stated in the JPA agreement, a construction budget along with a sources and uses statement. A sources and uses statement cannot be completed until a construction budget has been finalized.
<ul style="list-style-type: none">• Water line• Sewer/Lift Station Options	<p>The Foundation board will need to provide a letter to the City of Colfax to begin the special assessment process for a waterline. The city council canceled their meeting for lack of a quorum, the issue was tabled.</p> <p>There will also need to be a letter provided to the city requesting a special assessment district for the sewer and lift station. The city is in the process of determining what type of lift station will be needed based on future growth of the area.</p>
<ul style="list-style-type: none">• Grant Opportunities	<p>There are a few upcoming grant opportunities the Foundation may want to explore.</p> <ul style="list-style-type: none">▪ Otto Bremer Trust has several upcoming deadlines. They do offer some capital support.▪ Hearst Foundation is a long-shot opportunity that does provide some capital funds for projects supporting the arts.

Agenda Items	Discussion/Motion
	<ul style="list-style-type: none"> ▪ Grants for Good provides an opportunity for employees in the financial services industry to secure funding for non-profits they support.
<ul style="list-style-type: none"> • Grant Writer 	<p>The Foundation Board would like to begin an RFP process to hire a grant writer to pursue projects on behalf of the Foundation. These projects will have an EPAC focus.</p> <p>Qualifications should include:</p> <ul style="list-style-type: none"> ▪ Detailed-oriented writer ▪ Responsible for researching, writing, and submitting grant proposals to support the Richland #44 Foundation

Attached for review:

- Statement of Financial Position (Balance Sheet)
- Profit & Loss
- Hendrickson Scholarship Report

The meeting was adjourned. Our next scheduled meeting is August 2, 2023 at 5:00 p.m.

Respectfully Submitted, Becky Bakke