

Minutes from Special Board Meeting

January 30, 2018

Approved

Members in attendance: Rena Valentine, Brendan Grant, Kathy Roberts, Ellie Capelle, Beverly Reed, Marlon Schlup, Sarah Stoltenberg, Kaile Holdbrooke, absent – Stacey Etchemendy & Karen York

- The meeting was called to order by Chairman Rena Valentine.
- Pledges – Kathy Roberts made a motion to dispense with the reading of the minutes in absence of the flags, the motion was 2nd and carried.
- The minutes of the annual meeting were presented, with highlighted items for corrections. Brendan made a motion to approve the corrected minutes. Beverly 2nd the motion and the motion carried.
- Election of Officers – A error was made at the Annual Meeting and Marlon Schlup and Kathy Roberts terms were renewed, it should have been Rena Valentine and Beverly Reed. After much discussion and through reading of the Bylaws, Kathy made a motion to renew terms for Rena and Beverly. There was one vote opposing. Motion carried.
- Scholarship review – While distributing the scholarships an additional application was found inside of another application. The application met all requirements. Bev Reed made a motion to also award a \$550 scholarship to Breanna Farley. Marlon seconded the motion, motion carried.
- Treasurer's report – Brendon has been in contact with the IRS and has found the error with the EIN number, he is waiting on writing correspondence from the IRS to solve the problem. The problem is a Converse County 4-H Club is using the same EIN as the Converse County 4-H Foundation.
 - The Finance Committee met with Merit Harris and he had suggestions to balance the portfolio. He reported that the market is good. The finance committee decided to move \$15,279 to a CD at Converse County Bank at this time.
- Brendon reported on his research looking into an Audit vs. Review. He found that an Audit is very costly and not recommended unless required by the IRS, but a review is less expensive. He and Marlon are looking for someone that may be willing to do the review for the foundation.
- Bylaws and Constitution- some needed changes were pointed out. Kathy Roberts made a motion to change the annual meeting the Month of January to "at a place and time to be determined by the Chairperson. Brendon seconded the motion, the motion carried. Brendan made a motion to change the wording in 4.3 from shall to may. The motion was 2nd and carried. Bev will continue to work on the Bylaws and present them to the board later this spring.
- Rena brought up a mention in the bylaws that states the board will have an advisory board, this board is to be appointed by the Chairman. Rena stated that she would like Frank Henderson, Duaine Sebken, Jewell Reed and Sarah Stoltenberg to serve on this board to be advisors to the board.
- Transparency report – Minutes and Treasurers reports on file in the Extension office for public review. A committee of Sarah, Rena, Brendon, Kathy and Karen has been formed to work on the annual report that was suggested by Stacey and Steve Mack. Sarah is working on a press release to give the newspaper. We need to make sure that Stacey and the Council are aware of funds that can be requested.

Kathy made a motion to adjourn the meeting. Marlon seconded.

A follow up meeting will be held later this spring to work on the Annual report and follow up on any unfinished business.