

**HIGHLAND COMMUNITY FOUNDATION
MINUTES FOR BOARD MEETING
Wednesday, April 17, 2018 – 6:00 PM
Lincoln Center
2450 Lincoln Street, Highland, Indiana**

1) Present:

Jim Dal Santo, Lance Ryskamp, Michelle Anderson, Judy Vaughn, Chelsey Bradford, Julie Larson, Cheryl Nicksic,

Absent With Notice: Robert Plantz, Abe Rivera

2) Minutes:

The minutes to the January 24, 2018 Board Meeting were motioned to be approved with an online vote. Motion made by Cheryl Nicksic. Seconded by Judy Vaughn . Unanimous approval.

3) Financial Statements:

- a. Legacy Foundation Funds: Legacy Foundation distributes financial statements on a semi-annual basis. As of December 2017, there was a \$18,920.21 balance in our Endowment Fund.
- b. Standard Bank Funds: As of the end of March, 2018 there is \$23,154.06 in our operating fund.

There will be a full report available at the next meeting.

4) Email Votes: (1) Reallocation of Rich Underkofler's Donation To Be Used In Partnership With the Arbor Day Foundation.

The Motion to ratify the email vote taken since the last Board meeting. Motion by Judy Vaughn, Seconded by Cheryl Nicksic. Unanimous Approval.

5) Old Business:

a. Small Town Coffee:

Small Town Coffee will continue to sell the Highland Roast and donate a portion of the proceeds to HCF.

b. Highland Arts Council:

Lance is gathering people in the art community to join the council. He will host a meeting with local artists and supporters of the arts at the Lincoln Center. Lance will continue to build the committee and plans on meeting again in the fall.

New Business

a) Review of Highland Has Art Grant Applications/Grant Awards

Review of grant request from Highland Main Street Committee for \$500 to purchase the existing sculpture located beside the bike trail on Highway Ave. Lance Ryskamp and Julie Larson announced they would abstain because of their involvement with Highland Main Street.

Motion to approve by Jim Dal Santo; Seconded by Cheryl Nicksic. The motion passed unanimously, with two abstentions (Lance Ryskamp and Julie Larson)

b.) Fundraising Proposal

Lance presented final ideas for fundraising that would replace the annual Octoberfest.

- Fundraising mailings in May
- Website Campaign
- Mrs. Dornberg's Culinary Experience—will request possible dates and options
- Tomfoolery—more information is needed. Will have an initial cost of \$3200. Will set up a meeting in near future.
- Further suggestions: Art arty, granite party

Lance Ryskamp asked for vote for approval to proceed with fundraising letter campaign.

Motion for approval by Jim Dal Santo; seconded by Michelle Anderson. Unanimous Approval.

c). Quotes for Website

A decision was reached to use Pepperbrook to create the new website for \$1584.00. Lance will reach out to the three who submitted quotes with the decision. Lance will look into a Legacy Foundation grant to help cover the costs.

Motion for approval by Michelle Anderson; seconded by Judy Vaughn. Unanimous Approval.

d). Brochure

Lance will reach out to printers for quotes on a new front and back brochure card. He will be looking for the cost in the \$150.00 range. We will discuss further through email.

e.) Residence for Board Members

The question of board members residency requirements was raised. It was determined, according to by-laws, that board members must live in Lake County.

f.) Update Bank Information

The current bank information is obsolete. It was suggested to remove former members names from the accounts. Judy Vaughn and Michelle Anderson will be added as signees to the bank accounts.

Motion for approval by Jim Dal Santo; seconded by Cheryl Nicksic. Unanimous Approval.

g.) Art Walk

Cheryl suggested HCF hosting an art walk in September. She volunteered to Chair the committee that would include people from outside the Board. Cheryl will contact possible volunteers via email.

Lance will ask Highland Park Department and Police Department about possible dates.

f.) Conflict of Interest Statement

Lance asked all members to sign a Conflict of Interest Statement.

6) Next Meeting: Date and Time to be determined.

7) Adjourn: **Jim Dal Santo made a motion to adjourn. It was seconded by Judy Vaughn. The motion passed unanimously.** Meeting concluded at 7:50 p.m.