

**MINUTES OF THE AUGUST 7, 2014 BOARD MEETING
HIGHLAND COMMUNITY FOUNDATION, INC
LINCOLN CENTER, HIGHLAND, INDIANA**

Roll Call:

President Jim Dal Santo called the meeting to order at 6:44 PM

- Present – Jim Dal Santo, Richard Krooswyk, Cecile Petro, Pat Popa, Richard Underkofler and Judy Vaughn. Paul Doherty, Patty Dunham and Ed Stone arrived after the meeting began.
- Absent – Kathy Grimler and Terry Krooswyk, who requested an excused absence.

Guest Introduction:

Richard Underkofler introduced Abe Rivera [mail: arivera@innotaxsolutions.com], who has expressed interest in becoming board member. Abe resides at 2641 Clough Ave with his spouse and four children. He works for Innovative Property Tax Solutions and is a Highland Rotary member. *Postscript: After the meeting adjourned, Abe said he would be willing to become a board member.*

New Board Member:

Motion by Richard Krooswyk to accept a nomination of Pat Popa to appoint Cheryl Nicksic to become the newest member of our governing board. Motion was seconded by Judy Vaughn. Motion passed by unanimous consent.

Minutes:

Motion by Judy Vaughn to approve the minutes from the board meeting held May 8, 2014. Motion was seconded by Cecile Petro. Motion passed by unanimous consent.

Financial Statements:

- Standard Bank Funds: As of July 31, 2014, there was a \$9,253.26 balance in our checking account. Deposit additions to the account during July totaled \$1,450.00. There were no July expenditures.
- Legacy Foundation Funds: The semi-annual report of funds in our Operating and Endowment Funds is not expected until mid-August. As of the semi-annual report of December 31, 2013, there was a \$5,289.28 balance in the Operating Fund; \$7, 518.77 in the Endowment Fund.

Old Business:

DonorPath Fundraising Software: An inquiry was made whether a portion of the \$199/month fee for this software program would be eligible for a Legacy Foundation Capacity Building grant. No response had been received. There was consensus this operating expense would be beyond our resources without grant underwriting.

45th Street Project:

- (1) On June 3, 2014, the Highland Sanitary District approved an Interlocal Agreement with the Park Board and a \$6,000 appropriation to the Parks & Recreation Department to help underwrite expenditures for storm water management demonstration features - the rain garden and permeable paving system for internal walkways.
- (2) On July 24, 2014, BP Pipelines approved the construction plans and specifications submitted by The Arsh Group, design subcontractor for the project. Notice to proceed with construction will be given when BP offers an amendment to the Park Board License Agreement. *Postscript: Notice to proceed was given August 12, 2014 to Ambrose Landscape Services, Inc.*

Public Art Committee:

- (1) \$11,820.00 is the value of contributions received as of August 7, 2014
- (2) Motion by Judy Vaughn to award a contract to The Arsh Group for design of the base of the Ashley Ritz Memorial Sculpture, coordinate and manage its construction. The fee would be \$3,000 plus expenses for a soils test and geotechnical engineering. After the design is approved by the Town Building Department, the Park Board will be asked to approve a change order in the design-build contract with Ambrose Landscaping Services. Motion was seconded by Rich Underkofler. Motion passed by unanimous consent.

Engraved Brick Paver Sales Committee:

- (1) The sales campaign launched May 15th at a meeting of the Highland Leadership Group. Other sales events occurred Saturday, June 21, 2014 at the Strack & VanTil Cline Avenue Store and Saturdays at the Main Square Park Farmer's Market.
- (2) \$1,300.00 is the value of bricks sold as of August 7, 2014
- (3) Jim Dal Santo volunteered to ask whether bricks could be sold at the Tailgate Event of the Highland High School Booster Club to be held prior to the first football game.
- (4) There was no objection to a proposal of Cecile Petro to ask the manager of the Meijer Store whether sales flyers could be placed at the check-out counters and placed in bags one per customer.

Oktoberfest Committee:

- (1) Motion by Pat Popa to approve committee recommendations and an event budget formulated at a meeting held June 2, 2014. Motion was seconded by Cheryl Nicksic. Motion passed by unanimous consent.
- (2) Cecile Petro offered to contribute \$100 of the cost if commemorative beer glasses could continue to be offered to event patrons. *Postscript: After the meeting adjourned, Committee members met and declined to pursue this proposal.*

Legacy Foundation Neighborhood Spotlight Grant: Motion by Rich Underkofler to authorize submission of an edited Letter of Interest for our Foundation to serve as a "convening organization" incidental to this grant opportunity. The edits consisted of additions and deletions to a table identifying board member community connections. Legacy Foundation will select two convening agencies who submit Letters of Interest by September 1st. Motion was seconded by Pat Popa. Motion passed by unanimous consent.

Endowment Committee:

- (1) Motion made by Paul Doherty to accept President Jim Dal Santo's nominations of Bruce Leep and Ken Leep to become members of the Endowment Committee joining Chair Rich Underkofler, Paul Doherty, Alex Brown and Cecile Petro. Dal Santo reported he would continue to recruit for female committee members, including Joan Ray and Char Miller. Motion was seconded by Rich Underkofler. Motion passed by unanimous consent.
- (2) After consultation with Cheryl Nicksic and her consent, Rich Underkofler made a motion to appoint Cheryl Nicksic to the Endowment Committee. Motion was seconded by Paul Doherty. Motion passed by unanimous consent.

New Business:

Budget: Motion made by Rich Underkofler to approve a budget as it was updated August 5, 2014 for the 2014/2015 fiscal year. Motion was seconded by Ed Stone. Motion passed by unanimous consent.

Chamber Membership: Motion made by Ed Stone to authorize a \$75 annual expenditure to become a nonprofit organization member of the Highland Chamber of Commerce. Motion was seconded by Pat Popa. Motion passed by unanimous consent.

Name 45th Street Project Site: At a meeting held May 15, 2014, Highland Park Board Nick Russo asked for a suggested name for our 45th Street project site. President Jim Dal Santo asked the board to consider possible names or a method of selecting a recommended name. Concern was expressed that getting involved with naming the site could create disfavor for our foundation within member organizations or from individuals who unsuccessfully suggest a name. It could negatively affect future fundraising. A motion was made by Rich Underkofler to table consideration of this topic. Motion was seconded by Pat Popa. No vote was called. *Postscript: A motion to table requires a vote of the majority to prevail [Robert's Rules].*

Next Meetings:

Neighborhood Spotlight Grant Application Consultation: Tuesday, August 12, 2014, 2 to 4 p.m., Legacy Foundation Office, 1000 E. 80th Place, Suite 402 North, Merrillville, IN 46410

Town Council Study Session Briefing on Neighborhood Spotlight Grant Application: Monday, August 18, 2014, 7 p.m., Highland Town Hall

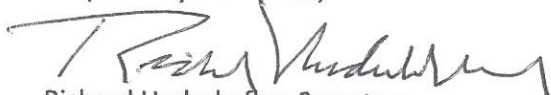
Oktoberfest Committee: Tuesday, August 19, 2014, 7:30 p.m., Home of Patty Dunham, 8730 Parkway Drive, Highland, IN 46322. RSVP to Patty [mail: pdunham317@aol.com]

Endowment Committee: Tuesday, September 16, 2014: 6:30 p.m., Lincoln Center, Room #113

Next Board Meeting: Thursday, November 13, 2014: 6:30 p.m., Lincoln Center, Room #113

Adjourn: Motion by Rich Underkofler to adjourn the meeting. Motion was seconded by Paul Doherty. Motion passed by unanimous consent. The meeting adjourned at 7:35 PM.

Respectfully submitted,



Richard Underkofler, Secretary