

**HIGHLAND COMMUNITY FOUNDATION  
MINUTES FOR BOARD MEETING  
Wednesday, September 6, 2017 – 6:00 PM  
Lincoln Center  
2450 Lincoln Street, Highland, Indiana**

1) Present:

Jim Dal Santo, Bridget DeYoung, Cheryl Nicksic, Abe Rivera, Lance Ryskamp, Michelle Anderson

Absent With Notice:

Robert Plantz, Judy Vaughn, Dave Wilkinson

2) Minutes:

***The minutes to the June 27, 2017 Board Meeting will be approved at the next meeting.***

3) Financial Statements:

a. Legacy Foundation Funds: Legacy Foundation distributes financial statements on a semi-annual basis. At the end of June, 2017, there was a \$17,181.21 balance in our Endowment Fund.

4) Email Votes: The approval of \$100 donation to Catholic Charities in the name of Paul Doherty was reviewed for the record.

5) Old Business:

a. Community Tree Inventory & Management Plan:

The inventory is complete, and we are awaiting a draft of tree management report. There will be two public meetings to receive public input on the draft plan, both at Highland Town Hall: a meeting of the Park Board on Thursday, September 21<sup>st</sup> at 7:00 pm; and a meeting of the Highland Town Council on Monday, September 25<sup>th</sup> at 7:00 pm. HCF is being asked to consider providing assistance to the Urban Forest Management Plan (see below under new business).

b. Oktoberfest- Bridget DeYoung

- a. Event preparations are running smoothly.
- b. Please let Bridget know if you will be present and volunteering for the event to receive an assignment.

c. Other Fundraisers/ Donations- MOD Pizza/ Smalltown Coffee/ Art & Tree Donations

- a. We are awaiting the results of the MOD Pizza Event. Some flyers were not collected. It did not go as well as we had hoped.
- b. Small Town Coffee –
  - i. Artists have been found to do the design.
  - ii. The blend may be available for sale at the Oktoberfest and the Festival of the Trail.
- d. Board Membership- Highland Community Foundation is looking for new members for 2018.

6) New Business

- a) Highland Has Art/ Proposed Highland Arts Council
  - i) The Highland Has Art group did not meet much over the summer.
  - ii) Lance discussed the dates of the grant program.

***Motion to amend the bylaws to establish a Highland Arts Council as a subcommittee of the Highland Community Foundation***

***Motion to establish a Highland Has Art grant cycle for accepting funding proposals October 15<sup>th</sup> through November 22<sup>nd</sup>, with grant awards to be made no later than January 15, 2018. Abe Rivera made the motion. It was seconded by Cheryl Nicksic. All Approved and it passed unanimously.***

- b) Highland Urban Forest Management Plan- Assistance by the Foundation for the Plan: Assist in obtaining grants; “Friends of Highland Trees”; and ongoing publicity on social media and HCF website.
  - i) Graf Tree Care is creating a draft proposal that may include the Highland Community Foundation assisting the “Friends of Highland Trees” group as stated above.
  - ii) Lance will share the draft with the members when it is received.
- c) Any additional topics to come before the Board
  - i) Jim Dal Santo asked if he can dispose of a box of old brochures that are outdated. We decided they can be discarded.

7) Next Meeting: Consider a Lincoln Center meeting on November 29, 2017 at 6:00 PM

8) Adjourn: Jim Dal Santo made a motion to adjourn. It was seconded by Cheryl Nicksic. All approved. The motion passed unanimously.