



**Board of Directors Meeting**  
**Minnesota Women of Today Foundation**  
**Coon Rapids / Zoom Meeting Minutes**  
**6 August 2022**

The meeting was called to order at 10:04 am by Nicky Anderson, Chair

A quorum was established

Member attendance: Nicky Anderson, Michelle McGowan, JoAnn Miller, Bonnie Waller, Lisa Hahn, Jane Hanson, Amy Pumper, Nancy Dvoracek, Anna Nichols, Candi Frick Jeny Ohr, Jessica Schultz, Mary Kaminski, Laura Gaylord, Tevyan Sorenson, Shirley Viesselman

**Chairman's Report** – Nicky Anderson

1. 2022 - 2023 Meetings November 4<sup>th</sup> (zoom), January 14th and April 15th and May (convention)
2. Foundation Folders/ Bylaws & Policies - Copies of the bylaws and policies were emailed to the MNWT Foundation members.
3. Fall State Convention:  
Project Fair Foundation Table: Workers: Jessica Schultz and Jane Hanson volunteered
4. Committee work time. Half an hour was spent for breakout sessions by committee to discuss status of committee goals and planning for future.

**Vice Chair's Report** – Amy Pumper

1. Roster of Members – Has been updated
2. Committee members. We need a few committee chairs and members to serve on committees.

This is what I know:

- Chapter Grants Chair is Laura Gaylord. Committee Member Candi Frick
- Scholarship Chair is Jessica Schultz.
- Corporate Grants/Solicitations Chair is Mary Kaminski.
- Endowment Fund needs chair
- Planned Giving needs chair
- Promotion Task Force needs chair
- I am going to go through the roster and ask which committee you want to be on.

Will be reviewing bylaws & Policies this year and will let you know when and will set up a zoom meeting to go over them.

**Secretary's Report** –Bonnie Waller

1. Minutes of 16 April 2022 were approved with correction.
2. Minutes of 15 June 2022 special meeting minutes were approved.
3. Email vote 5/16/2022

*M/S/P (Anna Nichols / Jessica Schultz)* that the Foundation fund the Chapter Service Center move with up to an additional \$1000.

**Treasurer's Report** –Jane Hanson - Nicky Anderson reported

1. Reviewed Financial Statements

There are 6 outstanding OYA Scholarships. I have emailed the 2 from 2020 to remind them that it has to be requested by Jan. 2023.

2. Move money to savings / CD. There is currently \$19K in the checking account. It was decided to move \$10K to the Money Market Savings Account.
3. 990 – updated fiscal year. Filed the 990 and the document displayed the change in our account period - shown as 3/31.
4. Secretary of State annual Registration – Filed with the updated accounting period.
5. Charitable Annual Report – approval & reclass income  
Concerned that the income recorded from the checks received for chapters as pass through be re-classified. I will create 3101.01 and 3101.02 for chapter monies and 3175.01 and 3175.02 for corporate grants. All will be classified as income accounts so the net of the monies received and paid out will be netted as income.  
*M/S/P (Jane Hanson / Michelle McGowan)* to approve Charitable Annual Report.
6. Restricted Interest Designated Account  
*M/S/P (Jane Hanson / Michelle McGowan)* to eliminate moving interest from Endowment Fund CDs to 2140 Restricted Funds Interest and move the money currently in that account to unrestricted net assets.

## Committee Reports

### A. Chapter Grants – Laura Gaylord, Chair

*Committee Members:* Wendy Homyak, Candi Frick, Lisa Hahn, Nancy Dvoracek, Sharon Erickson

Lucky Buck Baskets – Fall State. Donations are needed the baskets are:

- a. Warm Me Up Basket
- b. MN Themed Basket
  - i. Quilt donated by Andrea Shue and Carolyn Fortier from District 2
- c. Technology Basket
- d. All Holiday Basket

Chapter Grants application – Dec 1st Deadline Date. The preferred method of submission is email to [Foundation@mnwt.org](mailto:Foundation@mnwt.org) or they can be mailed as well to Minnesota Women of Today Foundation, PO Box 232, Anoka, MN 55303. Please help share the information with your chapters.

- a. Criteria for the grant does include that the chapter has made a donation within the last 2 years to the MNWT Foundation
- b. Grants will be presented at Winter State Convention

I will be sending out a letter to the chapters this coming week, with information on the Chapter Grants application and asking for donations for the baskets.

### B. Endowment Fund –, \_\_\_\_\_, Chair

*Committee Members:*

1. 15 October deadline to send ideas to Nicky Anderson for new endowment, including goal for amount to be raised.

### C. Corporate Grants/Solicitations –, Mary Kaminski, Chair

*Committee Members:*

1. Preparing Amazon Smiles Flyer for Fall Convention Project Fair

- 2 Preparing a "how to guide" for employer matching gifts, volunteer hours, and other donations to foundation. Asking that recipient send information to Foundation Treasurer with amount, funding website, and should donation be forwarded to a chapter
- 3 Preparing Facebook posts regarding Amazon Smiles, matching gifts, and other opportunities

**D. Scholarship – Jessica Schultz, Chair**

**Committee Members:** Michelle McGowan, JoAnn Miller, Wendy Homyak

1. Straight River Scholarship – Gary and Cherry Swartz will continue to fund the scholarship.
2. Review Scholarship Forms
3. Winter State Art Auction (Wendy / Jessica)
4. Cheryl L Anderson – August 1<sup>st</sup> Deadline date – no applicants

**E. Planned Giving – \_\_\_\_\_, Chair**

**Committee Members:**

Tevyan Sorensen, Anna Nichols, Shirley Viesselman, and Amy Pumper met for Planned Giving.

The committee goals for the new year are:

1. Educate the membership on:
  - a. Long-term estate planned giving
  - b. Annual giving
2. Support the Foundation to drive at least \$2000 in sustaining memberships this year.
3. Identify opportunities to increase recurring sustaining memberships.
  - a. Review historical sustaining membership donors
  - b. Look at best ways to ensure giving annual
  - c. Research opportunities or incentives for multi-year commitments

We will be reviewing the brochure and committee definition from the prior year. Amy will provide Tevyan a copy of the drafted Planned Giving brochure. Nicky will send Tevyan the Sustaining Membership materials currently used so the committee can determine if that will be continued for Fall State of if they want to use something different.

**F. Promotion Task Force – \_\_\_\_\_, Chair**

**Committee Members:**

Will consist of the committee chairs

**Ongoing Business**

**New Business**

1. Chapter Service Center Requests – Tanya Rothstein

***M/S/P (Anna Nichols / Michelle McGowan)*** to approve request from CSC for new computer monitor for up to \$250. Funds from the CSC line item budget.

2. Membership Update- Shelly – No report
3. Extension update – No report

**Next Meeting Date: 4 November 2022, 6:30, Zoom.**

Adjourned at 12:05 pm