

Draft
SCLS Foundation Board Meeting Minutes
Thursday, January 26, 2017 2:00 p.m.
Chester Room, 4610 S. Biltmore Lane, Suite 101, Madison, WI

Present:

P. Kaland, S. Holland, J. Pugh, K. Michaelis, P. Hamon, M. Furgal, P. Behling, P. Cox, M. Van Pelt, K. Goeden, M. Ibach, C. Fesemyer

Call to order:

Janet Pugh, Vice President, called the meeting to order at 2:03 p.m.

Changes to the Agenda and Requests to address the Board: None

Approval of 10/27/2016 minutes:

P. Hamon moved approval of the October 27, 2016 minutes. K. Michaelis seconded. Motion carried.

Action Items:

Election of officers

Slate of Officers:

President: J. Pugh

Vice President: P. Kaland

Treasurer: P. Hamon

Secretary: M. Van Pelt

M. Van Pelt moved approval to accept the slate of officers as presented. P. Behling seconded. Motion carried.

K. Michaelis and Phil Cox will remain on the Foundation Board but switch positions of SCLS President and trustee.

2017 Disbursement:

\$5,639.22 funds are available: P. Hamon moved approval to spend the 2017 disbursement amount up to \$5,639.22. P. Behling seconded. Motion carried. A discussion of how to disburse the money followed. M. Van Pelt provided a handout regarding the history of what the foundation has donated toward and how much. Can add a question to the March All Directors meeting regarding ideas of what would like to spend funds on. Will send an email to libraries for ideas. The purchase has to benefit all SCLS member libraries.

Financial:

Approval of SCLS payments of Foundation bills totaling \$3,612.85

\$48 (plaques for Cornerstone); postage \$266.87; Oct admin fees \$906; 1 year renewal for sclsfoundation.org. \$22.95; Cambridge Winery (Cornerstone venue) \$630.68; postage \$15.98; Nov/Dec. administrative fees \$1,721.77.

M. Furgal moved approval to pay the bills in the amount of \$3,612.85. K. Michaelis seconded. Motion carried.

K. Goeden provided explanation of Financial Reports.

Administrative Fees – SCLS is paying its own 1% so that is why the cost is higher in account since July. The monthly QuickBooks spreadsheets will be included with the Foundation Monthly Allocation spreadsheet each month for clarification.

Financial Reports including questions from last meeting: See handout. P. Behling has a better understanding of what is happening.

Trustee Newsletter for February

Cornerstone recap

President's column

Disbursement amount ideas. List what we have done.

March first deadline for ideas for newsletter.

Other Business

Conflict of Interest

At the first annual meeting of the Board, each member of the Board and each Board advisor shall sign a written statement certifying to all of the following:

- (i) he or she has received a copy of this Policy;
- (ii) he or she has read and understands this Policy; (iii) he or she agrees to comply with this Policy;
- (iv) he or she understands that this Policy applies to all committees and subcommittees having Board-delegated powers; and

- (v) he or she understands that the Corporation is a charitable organization, and that, in order to maintain the tax-exempt status of the Corporation under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, the Corporation must continuously engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Any member of the Board who refuses or fails to sign such a statement shall be prohibited from participating in discussion or action by the Board until such statement is signed.

Please sign the form and return to M. Van Pelt at the end of the meeting.

M. Van Pelt would like approval of a 45 minute presentation at the March All Directors meeting.

She will speak about the SCLS Foundation; the advantage of a 501c3, and will invite the First Business Bank Vice President, Kevin Pomarnke, to describe the SCLSF portfolio.

C. Fesemyer suggested having member library directors that are currently participating in the Foundation to discuss reasons why it is working for them. K. Goeden suggested C. Fesemyer discuss her experience. Have a member discuss the advantage of using the expertise of First Business bank versus trying to do on your own for a very small fee.

A good angle for Business Bank is to have them provide an actual example – \$10,000 in portfolio – get visuals with fees so see end result after a year, put together PowerPoint. Some boards don't like to pay fees and may not feel safe... but look at performance of funds and get 6% interest. What are the biggest concerns about joining: security, performance, interest rates? Combine all talking points to answer.

Panelists could stay after presentation to meet with directors who are interested in participating in the Foundation.

Liquid funds - S. Holland inquired how many libraries are using Local Government Investment Pool. 1/10 of 1 % is the rate. M. Van Pelt will email libraries to encourage them to bring information about what they already have – collected as part of annual report - and to bring it to All Directors meeting to present to First Business Bank for comparison.

The Foundation Board gave approval to discuss the Foundation at the March All Directors meeting.

Project updates: Change to SCLS Administrative fee structure presented by Kerrie Goeden & Cindy Fesemyer

Get Handout.

Is SCLS willing to take on additional debt for a short term to promote greater participation, which will reap greater rewards in future?

P. Hamon moved to adopt revised tiered fee schedule effective Jan. 1, 2017. M. Furgal Second. Motion carried.

Brochure is already created for living trust... can easily change out to present to boards.

Create brochures for Foundation trustees to bring to library board meetings to advertise joining the Foundation. Create a program to take on the road.

Cornerstone Award

Recap: M. Van Pelt – looked at how much gained in donations. How much it cost to provide. Steady – not increasing.

Continue the Cornerstone... perhaps change date – earlier in the year. Summertime? Doesn't have to be on All Directors date; September 14 or 21 possibly while still light at night and warmer.

Charge to attend?

Larry Martin is a potential candidate for Cornerstone recipient.

Venue ideas include: Wisconsin Brewing Company, New Glarus Brewery, new winery – off Hwy 19 on River Road, Wollensheim Winery.

Call for nominations in Top 5.

Decide on recipient before April meeting. Do via email.

Discuss adding 4th award at next meeting.

Include nominations like the Oscars so more will attend and then announce the winner – will discuss in April.

Nomination deadline will be April if move event to September.

Next Meeting April 27, 2017

Adjournment: 3:55

2017 Board:

Janet Pugh, Chair	Citizen Representative
Pat Behling	SCLS Trustee
Philip Cox	SCLS Trustee
Mike Furgal	SCLS Trustee
Peter Hamon	Citizen Representative
Suzann Holland	Public Library Representative of the AC
Peter Kaland	Citizen Representative
Kathy Michaelis	SCLS Board President
Marty Van Pelt	SCLS Director