



Meeting Minutes

Quality Community Foundation

Tuesday, May 16, 2017

6:00 PM

Room 3109

1. Call To Order/Roll Call

- Present** 5 - Staff Member Sheryl Carstens, Chair Valerie Medina, Regular Member Billy Gurr, Regular Member Jennifer Prather, and Regular Member Preston Martinez
- Absent** 3 - Regular Member Teri Smith, Regular Member Brendan Binns, and Regular Member James Kummerow

2. Heidi Potter from Berghill Greenleaf Ruscitti

3. Approval of Minutes

Unresolved items from minutes

Jen suggested we implement grant agreements for 2018

Resources and tools

Changing board meeting date, last meeting there wasn't a quorum. Brendan is proposing to hold off until after the golf tournament for vote

This was approved

4. Financial Report

Total revenue for this year is \$149,687.67

Total Expenses for this year \$137,182.13

Total Balance \$12,505.54

5. Reports

Report from president;

- i. Following the golf tournament, event planning should start immediately*
- ii. Jim will share some project management tools and techniques for better communication and accountability. Possibly do a work day/training towards the end of summer.*

Vice President

- i. Earlier start to events*
- ii. How are those getting the most funds being successful in order to meet our goals*
- iii. Some needs: Fundraising tools, board recruitment and board orientation*
- iv. Non-profit association may have a pool of board members looking for a home*
- v. We can have all the tools in the world but we also need boots on the ground, more board members*
- vi. Need to do a better job of explaining about what QCF does, and our mission*
- vii. Through our grant making process we can make announcement*
- viii. Think about what we're missing in board*

- 1. *Someone involved with schools*
- ix. *Valerie and Preston will draft a flier*
- x. *One challenge to getting needed board members is that QCF has no participation in interview process.*

Golf Committee report

- i. *Concerns of the status of golf tournament have been addressed. Regardless of total number of players, Buffalo Run Golf course will continue to host our tournament. So far we do have enough sponsorships secured to profit from the event. Any last push for sponsorships and players needs to happen in the next week or two. Expectations of board members is for everyone to participate the day of.*

Wine & Beer Tasting Fundraiser

- ii. *Proposed dates are for the 14th or 21st of September. Another possibility is to hold off for October.*

6. Old Business

- a. *Memorial Day Parade*
 - i. *Nobody will be able to attend at the parade but acknowledge scholarship recipients during city council*
 - ii. *Daniela will ask scholarship recipients to volunteer and speak at lunch during golf tournament*
 - iii. *Sheryl included in city manager update of scholarship winners*
- b. *Grants*
 - i. *Brendan and Jenn will get together and send some material to Sheryl*
 - ii. *Council requests better presentation and reasoning when we announce grantees*
 - 1. *Brendan spoke with a grant writer and got some basic feedback, can help with what are city needs*
 - 2. *Jim will try to set a meeting with council about expectations*
 - c. *Scholarships*

7. New Business

- a. *Vote on creation of golf 2018 and wine 2018 committees as of 6/20?*
 - Will be postponed for our next board meeting*
- b. *Comments and Announcements*
 - Neighborhood outreach at Fronterra Park will be June 8th from 6-830PM. Daniela signed up QCF for a table*

8. Adjourn