

Minutes of the Gerald Community Foundation

July 28, 2009

Steering Committee Members Present:

Jerry Johnston
David Luechtefeld
Bart Millard
Alicia Rehmert
Otis Schulte
Arlene Skornia

Committee members had a general discussion on ways in which a foundation could benefit the community of Gerald, e.g. college scholarships, community betterment programs, etc.

The committee agreed that the first order of business is to develop a set of bylaws that would serve as guidance to the foundation. Greg Stratman of Stratman Consulting will send a sample set of bylaws to Otis Schulte who will then distribute to committee members prior to the next scheduled meeting.

The next meeting of the Gerald Foundation will be August 18, 2009 at 6:30 pm at City Hall where the focus will be on developing the Foundation's bylaws. The meeting adjourned at 8:00 p.m.

Minutes written by Alicia Rehmert

Minutes of the Gerald Community Foundation

August 18, 2009

Steering Committee Members Present:

Jerry Johnston
David Luechtefeld
Bart Millard
Alicia Rehmert
Otis Schulte
Arlene Skornia

The meeting was called to order at 6:30 pm. Greg Stratman of Stratman Consulting was present. The first order of business was to determine the name for the Foundation. All members present agreed to name the Foundation as Gerald Community Foundation.

D. Luechtefeld departed the meeting at 6:45 pm.

The balance of the meeting was a workshop to determine the bylaws of the Foundation. Greg Stratman presented a draft sample form of nonprofit organizational bylaws as a guide and Alicia Rehmert provided three copies of bylaws from actual foundations in Missouri to use as a guide. Committee members completed approximately 50% of the bylaw language by the end of the meeting.

Committee members agreed that the members of the steering committee would serve as the first nine-member Board of Directors of the Foundation. However two steering committee members will be ineligible to serve on the Board of Directors since they are elected City of Gerald officials, Otis Schulte and David Luechtefeld. Members agreed that the bylaws contain a provision that would prohibit elected City of Gerald officials from serving on the Board. Therefore as of this meeting, four members: J. Johnston, B. Millard, A. Rehmert, and A. Skornia will serve on the initial Board of Directors.

The next meeting will be held on September 1, 2009 at 7:00 pm at Gerald City Hall.

The meeting adjourned at 7:38 pm.

Minutes written by Alicia Rehmert

Minutes of the Gerald Community Foundation

September 1, 2009

Steering Committee Members Present:

David Luechtefeld
Bart Millard
Alicia Rehmert
Otis Schulte
Arlene Skornia

The meeting was called to order at 7:00 pm. Greg Stratman of Stratman Consulting was present.

A workshop commenced to complete the bylaws of the Foundation. Committee members finished agreeing on the initial draft and language of the bylaws. Greg Stratman will compile all notes and present to the committee the final draft for approval at the next Foundation committee meeting.

Committee members discussed the need to fill the remaining five seats of the initial Board of Directors. Members will recruit five more candidates prior to the next meeting.

The next meeting will be on September 22, 2009 at 6:30 pm.

The meeting adjourned at 8:00 pm.

Minutes written by Alicia Rehmert

Minutes of the Gerald Community Foundation

October 5, 2009

Steering Committee Members Present:

Bart Millard
Alicia Rehmert
Otis Schulte
Arlene Skornia
Jerry Johnston

The meeting was called to order at 7:30 pm. Greg Stratman of Stratman Consulting was present.

The purpose of this meeting was to review the final draft of the bylaws. However G. Stratman asked to defer the review and proposed meeting individually with A. Rehmert to compare notes in preparation of typing the final draft. A. Rehmert agreed to meet with G. Stratman the week of October 20.

The committee agreed to finish recruiting members for the nine-member Board of Directors before the next meeting. A brief discussion followed of potential individuals to recruit.

The next meeting is scheduled for October 27 at 5:30 pm.

The meeting adjourned at 8:10 pm.

Minutes written by Alicia Rehmert

Minutes of the Gerald Community Foundation

October 27, 2009

Steering Committee Members Present:

Alicia Rehmert
Arlene Skornia
Bart Millard
Jerry Johnston
Otis Schulte
Wendy Miller

The meeting was called to order at 5:30 pm. Greg Stratman of Stratman Consulting was present.

The members welcomed Wendy Miller to the Steering Committee/Foundation Board.

It was reported that G. Stratman and A. Rehmert met on October 22 to review notes in order to compile the bylaws.

The committee reviewed the final draft of the bylaws as compiled by A. Rehmert. Three changes to the final draft were agreed upon. 1) Member classifications were defined: person, family and business/organization. 2) Clarification was added on how many votes would be allowed per family or business/organization – one is allowed per membership class. 3) The number of members needed to call a Special Meeting of Members was defined as 4 members or 10% of the members, whichever one is higher.

The committee agreed that the bylaws would indicate 106 East Fitzgerald, Gerald, MO as the Foundation address (City Hall) until the Foundation locates a suitable address at a later date. At that time the bylaws will need to be amended to reflect the new address.

One other point of discussion regarding the bylaws was the qualifications of who can be elected to the Board of Directors and whether the committee should allow an elected City official to serve as a Director, even though in previous discussions it had been agreed to disallow a City of Gerald official from serving on the Board. The subject was broached again due to some knowledge gained from the USDA regarding grants/loans related to community-betterment projects. A. Skornia had attended the meeting that was held with the USDA and the City's Community Center Committee. The discussion was tabled until the next meeting, pending A. Rehmert's discussion with an official with the USDA. O. Schulte will forward contact information for the USDA to A. Rehmert prior to the next meeting.

Minutes of the Gerald Community Foundation (October 27 continued)

A. Skornia reported that Kelley Angell has agreed to serve on the Foundation Board. O. Schulte reported that Stephanie Charboneau has also agreed to serve on the Board. Neither member could be present for this meeting.

Bart Millard volunteered to gather examples of memorial brochures of charitable organizations so that the Foundation could use them as a guideline in developing a memorial donation brochure of its own.

The next meeting will be held on November 3, 2009 at 6:00 pm. The agenda for the meeting is to approve and sign the final version of the bylaws, elect officers, and set membership dues.

The meeting adjourned at 6:20 pm.

Minutes written by Alicia Rehmert