

DULUTH LEGACY ENDOWMENT FUND BOARD MEETING
Tuesday, November 27, 2007 – 12:00 Noon
Auditorium, Minnesota Power

MEMBERS PRESENT: Nancy Norr, Brad Beckman, George Goldfarb, Brian Graff, Melissa Kadlec, Dr. Robert Powless, Greg Gilbert, Dan Markham

EXCUSED ABSENT: Abbot Apter

ABSENT: Sandy Carlson, Jeff Anderson

STAFF PRESENT: Keith Hamre and Joyce Ellingsen, City Community Development

OTHERS PRESENT: Becky Byers Strand, Duluth-Superior Area Community Foundation

CALL TO ORDER:

The meeting was called to order by Nancy Norr. There was discussion regarding the last meeting being cancelled. Becky Byers Strand said it is the policy of the Duluth Superior Area Community Foundation that their funds not have meetings if there is not a quorum because no business can be conducted. Norr stated that meetings will be held even if there is not a quorum because it is valuable to have discussions.

APPROVE MINUTES OF SEPTEMBER 28, 2007:

George Goldfarb noted that the funding amount for the two projects was changed to \$500 for Harrison and \$565 for the Grant Community School Collaborative because that is the money that was available.

Under Chair's Report, Brad Beckman said he, and not Dr. Powless, asked if anyone talked to mayoral candidates and suggested inviting the new mayor and council members to a Duluth Legacy Endowment Fund meeting.

Motion by George Goldfarb, seconded by Dr. Powless, to approve the minutes with the noted changes. The motion was unanimously approved.

CHAIR'S REPORT:

New Member Update – Nancy Norr introduced Dan Markham, indicating she had asked him to join the Board and attend this meeting as a new member. Markham gave some information about his background. Norr noted that Markham had indicated a willingness to co-chair the Development Committee.

Motion to Dr. Powless, seconded by Greg Gilbert, to accept Dan Markham as a Board member. The motion was unanimously approved.

Keith Hamre said he will try to get Markham's approval on the agenda for the next Council meeting.

CONTRIBUTIONS REPORT/QUARTERLY FINANCIAL REPORT:

Becky Byers Strand distributed copies of the Contributions report ending October 31, 2007, and the Fund Statement for January-September, 2007. She indicated there is a fund balance of \$53,825.10. The DVD fund has a balance of \$8,482.57.

There was discussion of whether to do more advertising of the DVD. Melissa Kadlec will check to see if the ad can be run again over the holidays.

Motion by Brad Beckman, seconded by Dr. Powless, to accept the Quarterly Financial Report. The motion was unanimously approved.

COMMITTEE REPORTS:

Marketing Committee

Donor Brochure – Melissa Kadlec said the brochure is still not done. She met with Mike Seyfer at Klatzky. They are only doing one brochure and will add one panel, which will be a donor card. There was discussion about inserting a return envelope. Kadlec will speak to Seyfer about this. There will be an insert in the brochure with names of board members. Stewart Taylor will be printing the brochure.

Press/Media strategy for first grants/development efforts - Norr said a press release about the grants has been drafted, but she asked the Duluth Superior Area Community Foundation (DSACF) to hold off releasing it until the brochure is done. The checks have been delivered. Once the brochure is done we will have an event and invite the press, the new Mayor and Board members. The Board should contact publications and try to get articles done about the Duluth Legacy Endowment Fund.

Goldfarb asked if there is anything Board members can send out to get donations now before the holidays. Norr noted that we do not have a mail list and asked Strand if the DSACF has a mail list we can use. Strand said she could supply a list of the Duluth Legacy Endowment Fund donors to date, but it is quite small and that personal contacts would be better. At Norr's request, Strand will ask Claudia Lundquist to mail five donor cards to each Board member. There will be discussion about making a donor list at next month's meeting.

Nancy will write a letter to Mayor Bergson from the Board thanking him for establishing this group. She will invite Don Ness to the December 18 meeting. If he cannot come Norr will try to get officers and committee chairs together to meet with Ness.

Brian Graff asked about corporate contributions. He said SMDC gives donations on a routine basis. He said the Duluth Legacy Endowment Fund could possibly get a \$5,000-10,000 contribution each year for five years. He will get an application.

Development Committee –

Membership/Leadership - Norr said she anticipates receiving a resignation from Sandy Carlson and noted that position would need to be filled. She said the Board wants a person willing to work with the development committee and take part in

fundraising. The Board also needs people to work on subcommittees in addition to Board members.

Grants Committee – There was further discussion about an event being organized regarding the first grants. Keith Hamre suggested having the Grant event at the Hartley Nature Center, where some of the Afterschool Enrichment environmental exploration experiences take place.

The repairs at Harrison are not complete. Greg Gilbert suggested having that event at another location, a senior meal site, possibly Evergreen West. Hamre said Jeff Papas is available to help plan events. Kadlec will contact Jeff Papas.

Hamre said the City is conducting its combined charities campaign among its employees. Since there is not brochure, staff drafted a handout for that packet using language from the draft brochure.

Hamre suggested the Board explore having an insert in Water and Gas or Minnesota Power billings.

ADJOURNMENT:

The meeting was adjourned at 1:05 p.m. The next meeting will be December 18 at Noon at Maurice's, 105 West Superior Street.