



FOUNDATION  
— FOR —  
RUSHFORD-PETERSON SCHOOLS

**Foundation for Rushford-Peterson Schools Meeting Minutes  
Friday, January 12, 2018 | 8:00am | School Conference Room**

**Announcements/Roll call** - Chair Ryman presided.

**Present:** Chuck Ehler, Sally Ryman, Kathy Wade, Lisa Lawston, Jen Hengel, Hannah Ledebuhr, Donna Boyum, Jack Culhane, Jenny Helgemoe, John Linder, June Vitse, Jo Anne Agrimson

**Not Present:** Joyce Iverson, Claire Olstad and Matt Strapp

President Ryman called the meeting to order at 8:05

Motion made by Kathy Wade, seconded by Lisa Lawston, to approve the agenda. Motion carried.

Motion made by Kathy Wade, seconded by Donna Boyum, to approve the minutes from the meeting held November 3, 2017, with one correction: Joyce LARSON should read Joyce IVERSON. Motion carried.

**Finances: *Motion made by Chuck Ehler, seconded by Kathy Wade, to approve of the following bills for the services: RP Valley Chamber \$175.37 for Oct-Dec 2017 (9.5 hours). Motion carried.***

Financial report was given by Jen Hengel. A deposit was made of \$1,000 to the Named Scholarship Fund for the Merle & Bette Evenson scholarship. Other than that deposit, the Foundation's fall fundraisers create much of the revenue for the year, so there is little change from November's financial report. SMIF will apply interest as of December 31. When that report is available, Hengel will show in the next financial report the interest SMIF has applied to each fund. Motion made by Jack Culhane, seconded by Jenny Helgemoe, to approve the financial report. Motion carried.

President Ryman noted that the 2017 Fall Feast funds were specifically donated for the Endowment Fund and need to be transferred from the Bluff Land Tri Fund to the Endowment Fund. She suggested more should be transferred from the Bluff Land Tri and General Funds to the Endowment Fund. These transfers would leave sufficient funds to begin planning this year's fundraising events. ***Motion by Chuck Ehler, seconded by Kathy Wade, to transfer \$3,500 from the Bluff Land Tri Fund, which includes Fall Feast receipts, and \$1,500 from the General Fund to the Endowment Fund. Motion carried.***

**PO Box:** We have shared a post office box with the Rushford Community Foundation, which has caused some confusion. Ryman suggested a separate PO Box at a cost of about \$60-\$70 total, which is double what we have been paying (\$33 for half of the RCF box). Current rental fees are \$25 for 6 months for size 1, which should accommodate our needs. ***Motion made by Kathy Wade, seconded by Lisa Lawston, to rent a size 1 post office box for one year. Motion carried.***

**Scholarship Payment Approvals:** Jenny Helgemoe has received transcripts from all but two students to show that they are eligible for their scholarship payments. Jenny had most of the transcripts for current college students. There are two students whose transcripts have not come in. Each student is responsible to ensure his or her transcript is received by Jenny Helgemoe. The payment goes to each student's school. Scholarships due at this time are:

Scholarship Fund - \$500 each: Bailey Bestul, Joy Hundorf, Nathan Wick, Savannah Skalet, Anna Malone, Ellen Nelson

Named Scholarships Fund (Jameson) - \$1000: Andrea Larson

Named Scholarships Fund (Reinhardt) - \$500 each: Sarah Mensing, Abby Wieser

Named Scholarships Fund (Evenson) - \$500 each: Ashley Agrimson, Allison Oian, Marshall Johnson, Hayden Stensgard.

***Motion made by Jo Anne Agrimson, seconded by Chuck Ehler, to approve the scholarship payments. Motion carried. Jo Anne Agrimson also moved, seconded by Chuck Ehler, that the scholarships for the two students (Nelson and Stensgard) whose transcripts have not arrived would be paid when they arrive. Motion carried.***

**Scholarship Fund Drive:** Jenny Helgemoe reported on the Scholarship Fund Drive. On Saturday, February 10, student volunteers will call high school students' parents. It is the fourth annual fund drive. Jenny is looking for 10-12 student volunteers. Every other year we contact elementary student parents. There is a script that students follow. A pledge slip will be sent to parents. Staff and alumni are contacted through emails and social media. Jenny is comfortable being in charge of the event, but she asked for two board members to help both that day with students' questions and refreshments and with reminders of pledge slips so that the monies come in. The goal is \$2000-\$3000 to strive for three scholarships. Jo Anne Agrimson offered to help Jenny Helgemoe with this project. Hannah Ledebuhr offered to help as well.

**Scholarship Application Review:** Last year we discussed changing the wording of the essay question, which is the main requirement of scholarship applicants. We wanted to hone in on "What did you do to make a difference in the community?" and word it so students would understand they aren't being judged on their writing but on the substance of what they did. Also, Jenny Helgemoe was going to revise the cover page to include who can apply - currently enrolled R-P seniors scheduled to graduate May 2018. Only the essay itself is printed for board review to make the selection process as "blind" as possible. We need to get the application revised and posted to the website. Jo Anne Agrimson will draft a copy of the essay question and requirements to send to Sally Ryman and Joyce Iverson with the goal of simplifying and clarifying the application. The deadline for applicants is March 31. We will review the revised application form at our next meeting.

**BLT timeline/task lists:** Jenny Helgemoe leads the telephone fundraiser. We need someone to take on the chairmanship of the Bluff Land Tri. Kathy Wade will do so with June Vitse's help. Lisa Ledebuhr has also shown interest in helping in a more limited role than in the past. Chuck Ehler affirmed that October 13 would work well with the school's calendar for the BLT. The Fall Feast fundraiser and annual meeting could be held September 29, but Chuck will check on the date for homecoming. Lisa Lawston will check with Allison Kjos on dates to use the Hoiland Mill. Though we would like to use chip timing, the cost is prohibitive, according to Kathy Wade. Kathy will still check with Lewiston to find out

their chip timing costs. Sally also had information on a race management group in the Twin Cities and suggested Steve Myhro as a contact, because he had been involved in a race in Rochester. Discussion also was held concerning the cost. Will it draw more people from the running community (by using chip timing) or is it better to keep the cost down? Once we have the dates finalized we can begin promotion in February.

**Identify matching funds opportunities:** Each member is asked to continue seeking opportunities to receive matching funds or funding through some other means.

Motion made by Chuck Ehler, seconded by Donna Boyum to adjourn the meeting. Motion carried.  
Meeting adjourned at 9:07 a.m.