



FOUNDATION  
FOR  
RUSHFORD-PETERSON SCHOOLS

## Board Meeting Minutes

February 3, 2023 | 7:30 a.m. | Art Room, R-P Schools

**Call to Order:** Vice-President June Vitse called the meeting to order at 7:35 a.m. Others in attendance were Jack Culhane, Ryan Prinsen, Nancy Snyder, Supt. Ben Bernard, Jenny Helgemoe, Brenda Tesch, Duane Koenen, Amy Woxland, and Jen Hengel. Absent were Joyce Iverson, Jo Anne Agrimson, Brielle Rasmussen, and Steve Oian.

Vitse welcomed new Foundation board member Nancy Snyder, who is a School Board representative along with Woxland.

**Approve Agenda:** *Motion by Woxland, seconded by Koenen, to approve the agenda. All in favor. Motion carried.*

**Minutes:** *Motion by Culhane, seconded by Tesch, to approve the minutes from January 6, 2023. All in favor. Motion carried.*

Student representative Prinsen had nothing to share at this time.

**Financial Report:** Hengel had emailed the spreadsheet document the prior evening. The SMIF quarterly report had significant inconsistencies with our records, so she is waiting on corrections. Quarter-end interest figures may have to be adjusted, so none were included in her report. It appears the Endowment Fund will have positive interest accumulated for the quarter ending December 31, but a final figure will hopefully be available by the March meeting. *Motion by Tesch, seconded by Woxland to accept the financial report. All in favor. Motion carried.*

**Bills to Pay/Angel Fund:** The only invoice to pay was for the Chamber contract, totaling \$223.25 for the October 1-December 31 quarter. *Motion by Koenen, seconded by Culhane, to pay this invoice. All in favor. Motion carried.*

**BLT Committee:** Planning is underway for the July 15 Bluff Land Trojan Kids Challenge and August 19 Bluff Land Triathlon. Tesch provided a report of the committee's January meeting. Jake Dahl is new to the committee. Agrimson is working with Connaughty Sales to get bike racks built. Registration fees will remain the same but will be tiered on a timeline to encourage early registrations. The committee will develop a theme and is gathering ideas. Tesch explained the fundraising letter and how donors will be recognized on the t-shirt and a main sign at the event. Sponsors will not be named on mile marker signs. We will add more mile markers for the bike portion of the BLT, especially after Peterson.

Woxland is leading the efforts to work again with Tempo Tickets instead of the OneCause platform for participant registrations and payments. Hengel explained that Tempo Tickets will no longer issue paper checks; instead all payments must be set-up for ACH deposit to a bank account. The Chamber Board has agreed to be the fiscal host for these ACH payments if the Foundation Board agrees. Hengel spoke with and received approval from our primary SMIF contact Andi Arnold, since SMIF is the Foundation's legal and fiscal agency. *Motion by Koenen, seconded by Woxland, to allow the Chamber to be the fiscal host for the participant registration fees*

***sent via ACH deposit from Tempo Tickets. The Chamber will then issue a paper check for these amounts to the Foundation for deposit with SMIF. All in favor. Motion carried.***

Scholarships/Other Funding Assistance: The 2023 scholarship applications will be reviewed and acted on at the April 14 Foundation Board meeting. The meeting was moved to April 14 to avoid Good Friday and provide Helgemoe more time to prepare the applications for review. The applications are due from students on March 17. Senior Awards Night is Sunday, May 21.

The school administration will remind staff about the Angel Fund's availability to meet students' needs.

**Next meetings:** 7:30 a.m. March 3 to distribute the BLT/Scholarship Fund sponsor letters for board members to hand deliver to businesses and organizations. 7:30 a.m. April 14 to review scholarship applications. 7:30 a.m. May 5.

***Motion by Woxland, seconded by Tesch, to adjourn the meeting. All in favor. Motion carried. Adjourned at 7:58 a.m.***

#### **ACTIONS FOR SMIF:**

**Payments to the following (see Bills to be Paid form for addresses and funds debited):**

- **Rushford Peterson Valley Chamber of Commerce - \$223.25 from the General Fund.**