



FOUNDATION  
FOR  
RUSHFORD-PETERSON SCHOOLS

**Regular Board Meeting Minutes**  
**Friday, March 8, 2024**  
**Forum Room, R-P Schools**

**Called to Order** at 7:32 a.m. by President Iverson. A quorum was present.

**Attendance:** Joyce Iverson, Brenda Tesch, Jenny Helgemoe, Megan LaFleur, Barb Zoelle-Johnson, Jake Dahl, Ben Bernard; Absent: Kenna Gudmundson, Duane Koenen, Nancy Snyder, Ryan Prinsen, Steve Oian, and Jen Hengel

**Regular Meeting Agenda:** There were no changes to the proposed agenda. Motion to approve was made by LaFleur, seconded by Tesch. All in Favor. Motion carried.

**Minutes of February 9 meeting:** Motion to approve the minutes as written was made by Tesch, seconded by LaFleur. All in Favor. Motion carried

**Student members opportunity to share information or ideas:** No student reports.

**Financial Reports:** Funds Coordinator Jen Hengel had emailed her report with notes to all foundation board members and this information was reviewed at today's meeting:

Fund Summaries as of February 24, 2024 (through Current Quarter Activity):	
General Fund	\$ 10,911.28
Bluff Land Tri	\$ 7,967.86
Scholarship	\$ 9,395.46
Named Scholarships	\$ 26,099.20
Endowment Fund	\$ 55,142.16
	\$109,515.96

The Current Quarter includes the Financial Activity as of the beginning of January 2024:

- **General Fund:** Revenue includes \$100.00 from mail campaign donors; \$600.00 from an unsolicited donor; and \$775.00 in donations to the Angel Fund (including Knights of Columbus, Ross Himlie Photography and Rushford Lutheran Church women's circles). Expenses to the General Fund were Angel Fund payments, mailing expense reimbursement and Chamber membership. The portion of the General Fund (\$10,911.28) allocated to the Angel Fund is \$5,065.79.
- **Named Scholarship Fund:** Revenue is \$1,500.00 donation from Marjorie Blixt to fund the Bruce Blixt Memorial Scholarship.
- **Bluff Land Tri Fund, General Scholarship and Endowment funds** have no current quarterly activity.

Motion to accept the Financial Report as provided was made by Dahl, seconded by Helgemoe. All in Favor. Motion carried.

**Recommendations for Fund Transfers** offered by Jen Hengel as follows: Consider a motion to transfer \$2,000-\$2,500.00 from the General Fund to the Endowment Fund. This would leave over \$3,000.00 in the General Fund for operational expenses. The Fall mail campaign received \$1,990.00 in donations to the General Fund (those not designated to the Angel Fund).

## **March 8, 2024 Minutes, continued**

Consider a motion to transfer \$4,000-\$4,500.00 from the Bluff Land Tri Fund to the Scholarship Fund. The last transfer from the BLT Fund to the Scholarship Fund was \$5,000.00 in October 2022, leaving \$3,470.00 in the BLT Fund. The BLT expenses in 2023 were \$2,919.00 (excluding the bike racks), and revenue included \$5,869.00 in participant registrations and \$955.00 in donations and t-shirt sales.

The Board reviewed and discussed the recommendations as provided by Jen Hengel. Motion by Dahl, seconded by LaFleur to accept the recommendations as follows: to transfer \$2,500.00 from the General Fund to the Endowment Fund and to transfer \$4,500.00 from the Bluff Land Tri Fund to the Scholarship Fund. All in Favor. Motion carried.

**Bills to Pay / Angel Fund:** There were no bills to pay and no Angel Fund requests at this time.

### **2024 Events: Kids Challenge – July (Rushford Days); BLT August 17, 2024**

**Sponsorship Letter:** The Board reviewed the draft letter for 2023 to be updated for 2024. Tesch recommended that the updates reflect current dates, 2023 scholarship information, and to make April 29, 2024 the date due for sponsorship donations. Motion by Helgemoe, second by Dahl to accept the letter with the proposed changes. All in Favor. Motion carried. Letters will be brought to the April meeting for members to deliver to businesses.

**BLT Update:** Tesch reported that the committee met in February for a planning meeting. The Bluffland logo is being reviewed for an update and two options are being considered for 2024 and going forward. The update in the logo is timely as this year is the 10<sup>th</sup> anniversary of this event. A motion by LaFleur was made for the planning process to continue as described, second by Helgemoe. All in Favor. Motion carried.

**2024 Foundation Scholarships:** Jenny Helgemoe said that the deadline for completed scholarship applications is March 15, 2024. There are 45 seniors graduating this year. The foundation had previously set 10% of the number of graduating seniors as the minimum number of scholarships to be awarded each year. In addition, our senior student board member receives a \$250 community service award.

For the April 5<sup>th</sup> meeting of the R-P Foundation Board, members will review the scholarship applications as emailed in advance by Helgemoe with names (and any other identifying information) blacked out. President Iverson will provide a spreadsheet of the scholarship applications as numbered by Helgemoe so that board members can rank all of the applications in advance. Final selection will be at the April 5<sup>th</sup> meeting using a compilation of the rankings as submitted by the board members to Iverson. Board members who have seniors being considered for scholarship awards will be recused from the voting process.

Senior Awards night is scheduled for Sunday, May 19, 2024.

**Other Business:** There was no other business.

### **Next Meeting: Friday, April 5, 2024; 7:30 am Forum Room at RP Schools**

Proposed 2024 meeting dates going forward: May 3rd, June 7th, July 12th, August 9th, September 6/13<sup>th</sup> (to be confirmed), October 4th, and November 8<sup>th</sup>. The board has often not had a December meeting.

**Adjourned** at 7:55 a.m. on motion by Tesch, seconded by LaFleur. All in Favor. Motion carried.

Respectfully Submitted,  
Barbara Zoelle-Johnson, Secretary

**ACTIONS FOR SMIF:**

**Transfer \$2,500.00 from the General Fund (#359) to the Endowment Fund (#469).**

**Transfer \$4,500.00 from the Bluff Land Tri Fund (#01014) to the Scholarship Fund (#369).**