

Lewis & Clark Foundation
December 5, 2018, 5:35 p.m.
Lewis and Clark County Extension Office

In attendance:

Josh McKay	Catherine McNeil	Sean Maharg	Kara Tangedal
Karyn Hamilton	Claire Downing	Casey Peck	Michelle Ostberg
Leslie Donahue			

The meeting was called to order by President, Josh McKay at 5:35 p.m. held in the Lewis and Clark County Extension Office meeting room. A quorum was present. Minutes of the previous meeting were provided and read by Claire Downing, acting Secretary. Minutes were approved.

The treasurer's report was given by Catherine McNeil, Treasurer. A Profit & Loss expense report was reviewed, outlining income and revenue for October 1 through December 5, 2018. Net Income has fallen to -\$15,466.82 due to council request of \$13,000; the treasurer's report was approved.

Casey Peck, Council Representative gave an update on council meeting policy changes, schedule changes and a meeting overview. First, future council meetings will be held at 6 p.m. Second, during the fair, barn closure will be set at 10 p.m. rather than 11 p.m. due to safety issues with children and animals. Children with green wrist band may enter building to feed their animals after 10 p.m. if necessary. Finally, a motion to nominate and elect outdoor committee superintendent every other year was brought forward by youth council. The decision was made to nominate and elect project superintendents every other year; with half of the positions up for election on an odd/even yearly rotation. Additionally, nominees must have one year of experience as project leader/superintendent of outdoor committee. This will allow individuals to gain insight before being nominated as project leader and the outdoor committee members will gain new leadership and continued feedback.

Josh McKay opened the topic of committee reports with the following questions:

What type of committees are needed? What action items must be developed? Do we have established goals?

The members established the following list of committees; Scholarship, Building, Volunteer Appreciation Banquet, Promotion/Advertising, Budget and Nomination committees.

Information on the Volunteer Appreciation Banquet was presented by Kara Tangedal. She mentioned that Volunteer Appreciation Month is in April and the theme is "True leaders in Service". Kara would like to reserve the entryway of the Exhibit hall for April 13th. The rental cost for the Exhibit hall entry is \$257.00 and the extension office can cover the rental cost. Kara would like the Foundation to help with cost of food, entertainment, ticket sales, silent auction/live auction items. Alcohol is permitted through the state. Sean M moved to move forward, reserve the entryway of the exhibit hall, form a committee to begin planning; Catherine M. second the

motion. Kara, Chair with Josh, Claire, Catherine, Leslie to volunteer. The planning meeting is set for Tuesday, December 18th at 5:30; Kara will notify others.

Josh presented members with a current contact/donor list to review. He would like the group to vett the list and create a personalized list for future use. Check for businesses or individuals who are missing, unsolicited businesses on our donor list that we would like to review and perhaps add to the list. He will email the master list and we should email back names to add to the list.

Josh suggested a review of the scholarship committee with decisions needing to be made on promotion, selection, notification, application process, and recognition of the awards being addressed. He would like to work on the organizational and promotional pieces first using the website host. Claire will be bring the topic up to the ambassadors during the next meeting to solicit ideas.

Action item; pick date for Scholarship committee meeting with Leslie, Claire and Josh participating.

Meeting was adjourned by Josh Mckay. The next meeting will be held on January 16 at 5:30

Meeting minutes respectfully submitted by:

Leslie Donahue, Secretary