

COTTONWOOD PALO VERDE FOUNDATION

Minutes of the monthly meeting of the Cottonwood Palo Verde Foundation

April 6, 2017

2:00 PM

Present at meeting: Elaine Kraemer, Richard Hawkes, Kelz Kelzenberg, Keith Nelson, and Bob Rouleau.

Guests: Kathleen Dalesio, Kelly Murray

The regular meeting of the Cottonwood Palo Verde Foundation was called to order at 2:00 pm on April 6, 2017 by President Elaine Kraemer.

I. Approval of Agenda: Adoption of agenda was moved by Bob Rouleau and seconded by Richard Hawkes.

II. Interview: Kelly Murray was interviewed for a position on the foundation board.

III. Review of Board Minutes:

A. Kelz Kelzenberg moved for approval of the March 2, 2017 minutes as submitted. Seconded by George Thomas.

IV. Treasurer's Report:

A. The March, 2017 treasurer's report shows a balance of \$29,296.16 in the Chase Bank account. Income for March totaled \$12,503.00. Expenditures totaled \$989.00. A motion was made by George Thomas and seconded by Bob Rouleau to approve the report.

B. Kelzenberg suggested that the Fry's and Amazon charities programs be emphasized at the TAD concerts.

C. A \$10,000 donation was received from the Sun Lakes Women's Club to be applied toward health issues.

V. Open Forum

A. A discussion was held on how to better inform local charities of the potential for applying for grants from the foundation.

B. Kelly Murray suggested approaching the Sun Lakes Chorale concerning a 50/50 raffle at their concerts.

VI. Task Reports:

- A. Website: Keith Nelson
 - 1. The board was updated on the progress of changes to the site.
 - 2. Changes to the “Frequently Asked Questions” tab was discussed.
 - 3. A bill from webmaster Brian Mastin was submitted.
- B. 50/50 Raffle: George Thomas
 - 1. Work assignments were made for the summer events.
- C. Guidestar Report: Kelz Kelzenberg
 - 1. Participation was placed on hold.

VII. New Business:

- A. Website bill
 - 1. A motion was made by Bob Rouleau and seconded by George Thomas to pay the bill as submitted.
- B. Application for board membership
 - 1. The Kelly Murray application was discussed and a motion was made by George Thomas and seconded by Richard Hawkes to approve the application. Kelly Murray was voted membership to the board.
- C. Policies and Procedures – Memorial Donations: Richard Hawkes and Kelz Kelzenberg
 - 1. A proposal was presented and discussed.
- D. Policies and Procedures – Designated Donations: Elaine Kraemer
 - 1. A proposal was presented and discussed.
- E. Policies and Procedures – 50/50 Raffle: Elaine Kraemer
 - 1. A proposal was discussed.
 - 2. Kelz Kelzenberg moved and Richard Hawkes seconded to adopt the proposal. The board voted to adopt.
- G. Communications Consultant
 - 1. A non-board member position of communications consultant was recommended.
 - 2. Kathleen Dalecio was appointed to the position.
- H. Acceptance of resignation: Kelz Kelzenberg
 - 1. The board thanked Kelzenberg for all his work and contributions to the success of the foundation. Kelzenberg is moving to Colorado.
- I. Open Position of Treasurer
 - 1. Nominations were opened for the vacant position of treasurer. Kelly Murray was nominated. George Thomas moved and Richard Hawkes seconded to close the nominations.
 - 2. Kelly Murray was voted to the position of treasurer.

VIII. Correspondence:

- A. The D&O Insurance Policy was discussed.

IX. Next Meeting:

- A. May 4, 2017 at 2:00PM in the Cottonwood Palo Verde Administration Building Conference Room.

X. Adjournment:

- A. Moved by George Thomas and seconded by Keith Nelson at 4:05PM.
Minutes submitted by Keith Nelson