

# COTTONWOOD PALO VERDE FOUNDATION

## Minutes of the monthly meeting of the Cottonwood Palo Verde Foundation

February 2, 2017

1:30 PM

**Present at meeting: Elaine Kraemer, Richard Hawkes, George Thomas, Kelz Kelzenberg, Keith Nelson, and Robert Rouleau.**

The regular meeting of the Cottonwood Palo Verde Foundation was called to order at 1:30 PM on February 2, 2017 by President Elaine Kraemer.

**I. Approval of Agenda:** Adoption of agenda was moved by Keith Nelson and seconded by Kelz Kelzenberg.

### **II. Review of Board Minutes:**

A. Kelz Kelzenberg moved for approval of the January 14, 2017 minutes as submitted. Seconded by Robert Rouleau.

### **III. Treasurer's Report:**

A. The January treasurer's report shows a balance of \$15,541.62 in the Chase Bank account. Income for January totaled \$2,894.48 and expenditures totaled \$0.00. A motion was made by Robert Rouleau and seconded by Keith Nelson to approve the report.

### **IV. Open Forum:**

A. Elaine Kraemer: Spoke on the upcoming Sun Lakes Creative Partners meeting on March 13, 2017. Kraemer and Nelson will attend.  
Also discussed CWPV Connections.

B. George Thomas: Spoke on the potential of the Annual Business Sponsors proposal.

C. Richard Hawkes and Kelz Kelzenberg: Discussed the need for specific annual goals, recommending a 2017 emphasis be on "The Year of Health."

### **V. Task Reports:**

A. Website: Keith Nelson

1. Proposed a sub-committee composed of Elaine Kraemer, Kelz Kelzenberg and Keith Nelson meet to review the website and propose changes to be presented to the full board at the March meeting. The sub-committee will meet on February 9, 2017.

B. D&O Insurance: Elaine Kraemer

1. Presented insurance options from Horizon Insurance Group, Inc.

2. A motion was made by George Thomas and seconded by Kelz Kelzenberg to purchase a \$500,000 Directors and Officers Liability Policy. The motion was approved by the board.

C. Civic Leaders Luncheon March 6, 2017: Elaine Kraemer

1. After discussion it was decided to postpone the luncheon until this coming fall.

**D. Brochure Update: Richard Hawkes**

1. A revised brochure mock-up was presented for approval.
2. Keith Nelson moved and George Thomas seconded to have 1500 each of the brochure printed for \$300.00 as presented.

**E. 50/50 Raffle: George Thomas**

1. Work dates were assigned for upcoming TAD concerts.

**F. Policies and Procedures – memorial donations: Richard Hawkes & Kelz Kelzenberg**

1. Tabled to the March meeting as New Business.

**VI. New Business:**

- A. Articles of Incorporation and Name Change: Tabled to the March meeting.
- B. Guidestar Report: Moved to tasks at the March meeting.

**VII. Correspondence: None**

**VIII. Next Meeting:**

- A. March 2, 2017 at 1:30 PM in the HOA Conference Room.

**IX. Adjournment:**

- A. Moved by Kelz Kelzenberg and seconded by Richard Hawkes at 3:55 PM.  
Minutes submitted by Keith Nelson