

**Fountain Street Church Foundation
Minutes of December 18, 2023 of the 2023 Board of Trustees**

Foundation Board Members present:

Nancy Ayres, TJ Norris , Bill Brunner, Bob Chapla, Charlie Gallmeyer, Todd Fettig, Liz Bullock, Patrick Eaman were present. Chis VanAntwerp was remote.

Staff Present: Rev. Christopher Rowe

Guests: George Zuiderveen (GB Liaison),

Also attending to discuss Second Century Capital Campaign were:

Amy Preston Timothy Chester and Win Irwin

I. Call to Order and Welcome

The meeting was called to order shortly after 4:00 PM by Co-Chair Bob Chapla.

II. Approval of Minutes of November 20th 2023 Meeting

Minutes of the November 20th, 2023 meeting were approved without revision on a motion by Nancy, second by Patrick. The January meeting will be recorded by Gary Eberly. A list of 2024 Recorder assignments will be provided at the January meeting.

III. Second Century Capital Campaign (SCCC) Report

The campaign will begin after the holidays. A Special Governing Board meeting of December 10, 2023 voted in favor of signing a construction agreement and starting the Bell Tower (BT) work.

The SCCC will dedicate it's current work to fulfill funding for the BT, and will be reporting directly to the Foundation Board (FB) for process and procedures. They will approach known significant donors within our FSC community, key members, and a purposeful approach toward significant donors outside of our community. A call plan has been defined. The focus is the bell tower at this time.

A preliminary discussion ensued regarding tracking of commitments and donations, their accounting and ultimate deposit with the Foundation's investment fund. Accounting and invoicing along with written acknowledgments will be managed and recorded using the 'Giving Center' management system in place. There will be SCCC and Rev. Christopher Roe letters of appreciation. When notified by the SCCC, the Foundation Board will also express appreciation for significant gifts.

The alternate 501 (c) 3 non-religious entity will probably not be used, and a public 'event' and 'Drive' will be arranged.

Win Irwin mentioned that FSC member 'Andria H is requesting a tile for the Bell Tower, and will begin plans for an Estate donation. He discussed his plan to put together prospect list of people he knows, and other steps he is taking to seek donations.

Bob suggested that a church lead might be helpful for congregational prospects.

IV. Staff Report

Reverend Christopher Roe presented a discussion

There has been a change in our Website Host. "SQUARE" is the new Website Host.

The website failed under the prior provider and Kayle Clements has quickly rebuilt the website. Not everything has been re-created at this time, so further restoration will continue.

This will result in assignment of ZOOM links for each of the groups such as Foundation, Governing Board etc. This will simplify that part of arranging meetings.

Building is 100 years old on February 4th. What can we do to recognize that event? Staff is considering ideas.

The Website failure also caused a loss of links to the Foundation information, as well as 2nd Century Campaign Committee information.

Nancy asked if there was a Notary at the office. Katy Bush is a notary.

The offices will be closed from 25th through 30th of December.

V. Financial Report

Reverend Christopher Roe spoke on behalf of Tim Creamer and explained he was 'out', due to family matters and personal health. Looking to next year, Amy has been planning a new vision for the finance committee of the GB and has also been discussing arrangements for a Foundation board member to join the GB.

Bob asked that the information as to the checking balance and transactions be provided.

The new GB executives have not yet been identified for 2024 so there is a delay for info.

He further discussed the matter of election results have established Carole Kooistra as a GB member by way of write-in votes.

VI. Committee Reports

1. Co-Chair Report – Nancy Ayres

Investment Fund Balance is \$4,300,371.9

Both the Bell Tower Group and SCCC will report to the Foundation Board

Chip Wall is a new member and will join the Endowment Committee

Gary Eberly is a new member and will join the Visibility Committee

Expressed appreciation for the work of George and TJ who are ending assignments

A new Governing Board Liaison to the Foundation Board is needed.

2. Governing Board Liaison

George expressed appreciation for opportunity to participate with FB and offered the following comments about his experience:

Has asked Amy to prepare a summary of the purpose of two GB special meeting votes.

Favors a visible documentation process for any future loans and payback status

Asking for GB Liaison to receive invitations to ALL of FB meetings

He and Charlie expressed appreciation for M Lankfer speaking at our Fall Reception

3. Endowment

Chris had received many favorable responses from the fall event

Liz reported that LL information continues to be updated and formatted

Chris reported that lack of website was a problem and urged restoration of google drive

Liz was thanked for her work on the LL member information

4. Visibility

Todd honored as recipient of "Megaphone Award" for outstanding responses from FSC

A check of the recent search activity to our website for info and event numbers 950 !!
Attributes repetition of communications and actual Foundation activity such as fall event
Having the event and including a speaker is significant example of effectiveness of FB
Written correspondence to individuals is valuable and should continue with BT efforts
Expressed appreciation for the 'award'.

5. Bell Tower Initiative

Bill anticipates meeting with contractor representatives to advance the quote
Need to engage a contractor to complete the asbestos remediation (2 bids in hand)
Expecting a meeting with OAK in immediate future, notes many details left undone
Architect is still working to complete materials and detailed steps for the repairs
Amy is completing the agreement to arrange easy and fast removal of asbestos
FB has been asked to take on Day to Day contact with for BT construction. Bob offered
that this will be done by way of continuation of the Bell Tower Committee. Win
confirmed members of that group are being completed.

Bill agreed that owner's representative should be confirmed and also included in BT
construction agreement

Amy confirmed that GB needs their own rep for daily contact with OAK

Liz asked if we know how funds will be accounted, moved and paid. Bob: a plan in place

V. New Business

1. Kayle Clemens identifies numerous needs for technology and equipment: Events

Bob requested this be tabled until a future meeting.

2. Discussion of 2024 Church Budget and Impact of Foundation Distribution –

Reverend Christopher began with mention of document shared to FB that is a study of
the budget and outstanding obligations. It includes and model of current understanding of
funds foreseen from Foundation. \$200K from undisclosed donor, \$300K from previous
distributions over the pandemic period, \$135 from Gileo estate, and open to any other
source yet to be available. This presents a need for other funding, or a loan.

Bob stated that FB position is that Foundation will not take responsibility for either
temporary funds or working capital to manage daily expenses of the BT project. Thus, the
Foundation will not be taking out any banking loans.

Reverend Christopher focused the GB on ways to manage the 2024 budget to move a
2024 distribution toward perhaps #100K to church expenses and #100K to the BT
construction, depending on actual size of annual distribution.

Liz asked from what account is annual distribution taken? Amy we list as "Properties
Committee" in the budget. Reverend Christopher noted that part of the study is to
understand what it costs to run the bldg. Included is a study of options for was to
restructure payroll and expenses, as shown in a handout made available. A final budget is
expected by March, via new GB and Finance Committee. Amy observed 4 yr. ago we were
negative cash and we now have savings and working capital. Mentioned increased annual
giving and cash flow for 2024. "We are probably OK to operate in 2024". The study of
budget cutting ideas is a necessary planning task.

3. Next Meeting : January 15, 2024 at 4PM Room 109, with ZOOM available.

Meeting Adjured on motion by Liz 5:40pm

A 10 minute break was announced. Per the Foundation Board Policies, following the adjournment of the regular December Board meeting the Foundation Board holds an organizational meeting of the new Board to introduce changes to the Foundation Board membership and elect officers. When completed, a brief social gathering takes place including beverages provided by Midwest Capital Advisors.

**Fountain Street Church Foundation
Minutes of December 18, 2023 of the 2024 Board of Trustees
Organizational Meeting**

I. Call to Order and Welcome

The meeting was called to order shortly before 6:00 PM by Co-Chair Bob Chapla.

Foundation Board Members present:

Bill Brunner, Bob Chapla, Charlie Gallmeyer, Todd Fettig, Liz Bullock, Patrick Eaman, Gary Eberle were present. Chis VanAntwerp was remote. Chip Wall was not present. Retiring Board member Nancy Ayres was present.

II. New Board Members for 2024

New and returning board members were announced by Bob Chapla:

Chip Wall, GB appointment, First Term ending 2026
Gary Eberly, Congregation, Partial Term ending 2024
Todd Fettig, Congregation, Second Term ending 2026

III. Nomination and Vote for 2024 Officers – Nancy Ayres

The following candidates were nominated by Nancy Ayres:

Co-Chairs: Bob Chapla and Todd Fettig

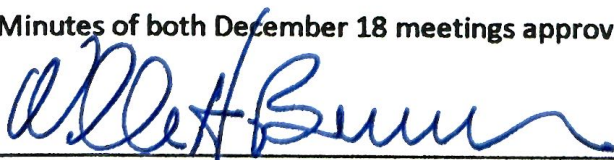
Secretary: Bill Brunner

Bob made a motion to vote in the officers, which was passed unanimously

IV. Adjournment

Bob made a motion to adjourn, Seconded by Liz Motion was passed

Minutes of both December 18 meetings approved on January 22, 2024.



William Brunner, Secretary