



# Organizational Meeting of Initial Board of Directors

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MARCH 3, 2021 @ 7PM

# Agenda

1. Welcome and Introductions
2. Overview of Treasure Trove Fund and Winona Community Foundation
3. Election of Officers
4. Review/revision/approval of Grant Application Form
5. Review/revision/approval of TTGC Bylaws
6. Committee Appointments
7. Fundraising/Events
8. Next Meeting Date
9. Adjourn

# Welcome & Introductions

## Initial Directors (Voting Rights)

*Nicki Adank*

*Jared Cyrus (tentative)*

*Joy Hittner*

*Jeff Hofer*

*Joe Kaczorowski*

*Kelli Krzyszton*

*Karla Patzner*

*Steve Scharlau*

*Michelle Schmidtknecht*

## School Representatives (No Voting Rights)

Dr. Jo -Ellen Fairbanks, Superintendent

Kalene Engel, School Board Liaison

Winona Community Foundation

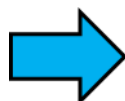
Nancy Brown, Executive Director

# Overview of Treasure Trove Fund & Winona Community Foundation

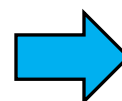
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Treasure Trove Fund



Advisory Group for  
Treasure Trove Fund



Sole Beneficiary of  
Treasure Trove Funds

# Overview of Treasure Trove Fund & Winona Community Foundation

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- Winona Community Foundation: The Winona Community Foundation (WCF) is an independent, non-profit, 501(c)3 public charity established with a mission to provide philanthropic services to Winona and its surrounding communities. WCF has a Donor-Advised Fund Agreement with TTGC for the Treasure Trove Fund.
- Treasure Trove Fund: The Treasure Trove Fund (TTF) is a donor-advised fund that has been established at the WCF for the exclusive benefit of the Cochrane-Fountain City School District.
- Treasure Trove Giving Circle: The Treasure Trove Giving Circle is the advisory group for the TTF.

# Winona Community Foundation commitment to fundholders

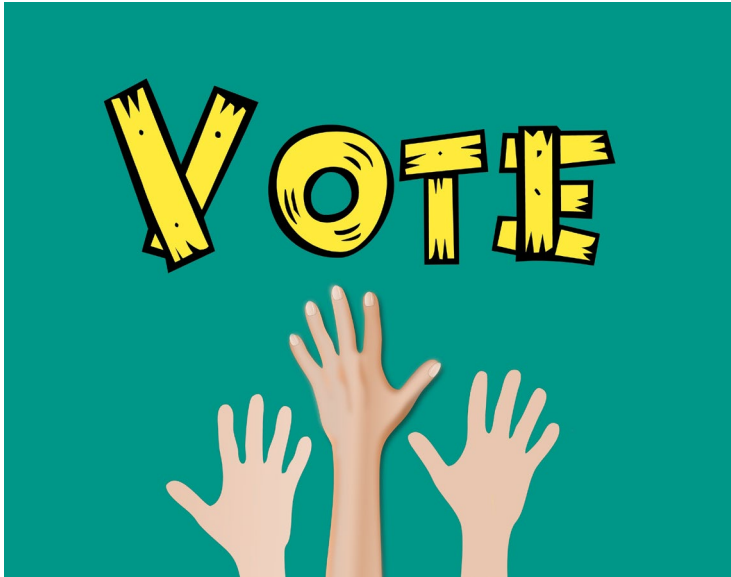
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- Gifts are made irrevocably to the Foundation
- Taxable deduction is taken at that time (Foundation provides gift acknowledgement and IRS receipting)
- Foundation provides list of donors and contact information to giving circle contact (unless anonymity is requested)
- Foundation invests funds according to its Investment Policy Statement
- Advisory board makes recommendations for granting
- Foundation verifies charitable beneficiary & makes distribution
- Fund balance may dip below but should remain steady at \$5,000
- Fee is 1.7% with minimum annual fee \$200

# Election of Officers

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Willingness to serve per survey

| Office         | Candidate       |
|----------------|-----------------|
| President*     | Kelli Krzyszton |
| Vice-President | Jeff Hofer      |
| Secretary      | Nicki Adank     |
| Treasurer*     | Steve Scharlau  |

\*Willing to also serve in other roles



## TREASURE TROVE GIVING CIRCLE GRANT APPLICATION

2020-2021 SCHOOL YEAR

Project Name: \_\_\_\_\_

*(Use additional pages as needed to explain request)*

**Purpose of Funding:** (Check one): ☐ Program ☐ Equipment ☐ Speaker ☐ Other

**Brief Description of Project:** \_\_\_\_\_

**# of people served by project:** Students \_\_\_\_\_ Staff \_\_\_\_\_ Community Members \_\_\_\_\_

**Grade level or other description of group(s) served by project:** \_\_\_\_\_

**Educational purpose/benefit to students, school and/or community:** \_\_\_\_\_

**Expected start date:** \_\_\_\_\_ **Expected completion date:** \_\_\_\_\_

**If ongoing program, describe how it will be sustainable after grant funding:** \_\_\_\_\_

**Total Funding Requested:** \$ \_\_\_\_\_

**\*Itemize project costs here or via a separate attachment with project budget:** \_\_\_\_\_

**Other partners:** YES OR NO (If yes, describe partner's role and funding provided)

**Requestor Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_ **Date of Request:** \_\_\_\_\_

**Administrative Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

C-FC Superintendent Signature

**Administrative Comments:** \_\_\_\_\_

E-mail completed forms to [treasuretrovegivingcircle@gmail.com](mailto:treasuretrovegivingcircle@gmail.com)

# Grant Application Form (Review, revise, approve)

[Online Version of Form](https://www.treasuretrovegivingcircle.com/grant-application)

<https://www.treasuretrovegivingcircle.com/grant-application>

# TTGC Bylaws

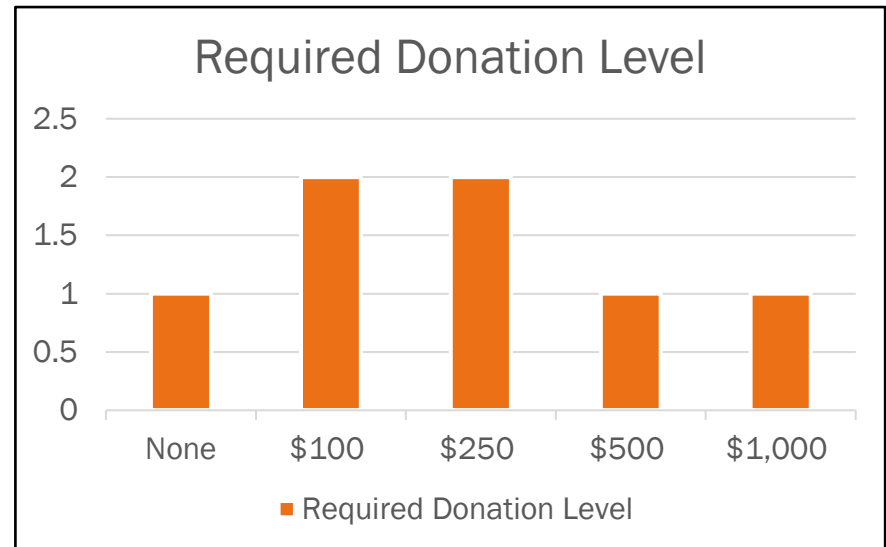
## Review, revision, approval

| Article | Title                          | Feedback from Survey                                                                                                                                                  |
|---------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I       | Name, Relationship, Purpose    | None                                                                                                                                                                  |
| II      | Fiscal Year                    | None                                                                                                                                                                  |
| III     | Board of Directors             | -Qualifications – should it be residency, donation level, other?<br>-Term limits – are they needed?                                                                   |
| IV      | Officers                       | None                                                                                                                                                                  |
| V       | Meetings of Members            | -Other than annual meeting, does there need to be regular meetings or can it be based upon applications/need for mtg<br>-Electronic voting                            |
| VI      | Committees                     | -Does there need to be a grants review committee; can that be a full board item<br>-Eligibility to serve on committees<br>-Executive Committee include Superintendent |
| VII     | Grant Eligibility & Procedures | -Should there be an “appeal” procedure if the Superintendent does not give initial approval                                                                           |
| VIII    | Amendments                     | None                                                                                                                                                                  |

# Survey Results on Term of Office and Director Eligibility

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| Director                                | Desired Term |
|-----------------------------------------|--------------|
| Joe Kaczorowski                         | Ending 6/22  |
| Jeff Hofer                              | Ending 6/22  |
| Steve Scharlau                          | Ending 6/23  |
| Nicki Adank                             | Ending 6/23  |
| Michelle Schmidtknecht                  | Ending 6/23  |
| Kelli Krzyszton                         | Ending 6/24  |
| Joy Hittner, Karla Patzner, Jared Cyrus | Unspecified  |

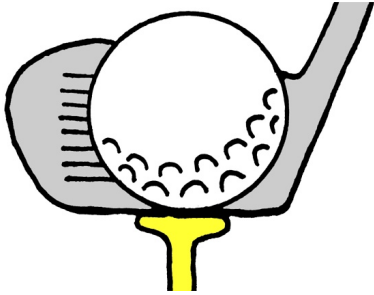


\*Ideally 1/3 per year.

# Committee Interest

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| Director             | Desired End Date                    | Persons Interested                |
|----------------------|-------------------------------------|-----------------------------------|
| Executive            | This is by office, per bylaws       | N/A                               |
| Fundraising/Events   | Anyone interested                   | Nicki, Michelle, Kelli            |
| Grants Review        | 3 board members, apptd by President | Joy, Jeff, Steve, Michelle, Kelli |
| Nominating Committee | Anyone interested                   | Nicki, Kelli                      |



# Fundraising/Events



## Ongoing Fundraising Ideas:

- ☐ Website/Facebook:
  - ☐ [www.treasuretrovegivingcircle.com](http://www.treasuretrovegivingcircle.com)
  - ☐ <https://www.facebook.com/TreasureTroveGivingCircle>
- ☐ C-FC Website
- ☐ Press releases/articles/newsletters
  - ☐ Articles re: formation/directors/officers
  - ☐ Articles re: grants approved
  - ☐ Winona Post, Buffalo Co News, C-FC Newsletter
- ☐ Direct solicitations or redirection of people who contact school to wanting to donate
- ☐ Brochures - Estate planners/funeral homes

## Specific Fundraiser or Event Ideas:

- ☐ Annual v. Multiple
- ☐ Time period when done
- ☐ At school v. elsewhere (restrictions on certain events (alcohol) at school)
- ☐ Type of fundraiser
  - ☐ Steak dinner/auction or other gala event (Arcadia/Winona Area Public Schools)
  - ☐ Golf tournament
  - ☐ 5K race
  - ☐ Chicken dinner
  - ☐ Raffle (license needed)
  - ☐ Other

Is everyone okay with having their names included in publicity/on website?

# Next Meeting Date

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## Annual Meeting – Month of June

- Set up via Zoom initially and possible change to in-person if feasible? If so, where

## Special Meeting

- To consider grant requests when received

## Committee Meeting(s)

- Can be held as determined by committees

# Adjournment & Thank You!

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