

2016 Annual Meeting of the Board of Directors Thursday, April 21, 2016 – 7:00 pm Parkway Pines, Greenwood WI

2016 Annual Meeting

Reception: 6:30 p.m.

Dinner: 7:00 p.m.

Business Meeting: 7:30 pm

AGENDA

- 1. Call meeting to Order
- 2. Welcome & Introductions
- 3. Secretary's Report Annual Meeting Minutes from April 23, 2015
- 4. President's Report
- 5. Treasurer's Report
- 6. Proposed Bylaw Revisions
- 7. Election Board of Directors Positions
- 8. Old Business
- 9. New Business
- 10. Adjourn Meeting

2016 Annual Meeting - Clark County Community Foundation Inc

- 1. <u>Call 2016 Annual Meeting to Order</u> Steven W. Hemersbach, President
- 2. Welcome and Introductions Steven W. Hemersbach
- 3. <u>Secretary's Report</u> Carrie A. Morrell, Secretary

MINUTES

Clark County Community Foundation, Inc. 2015 Annual Meeting Thursday, April 23rd, 2015 – 7:30 p.m. At Parkway Pines, N10005 State Highway 73, Greenwood, WI

Directors Present: Deb Marg, Steve Hemersbach, Natalie Erpenbach, Jim Schmidt, Bruce Westphal, Don Pentz, Sheila Nyberg, Carrie Morrell

Directors Not Present: Judy Smriga, Bryce Kelly, Denise Erpenbach

- 1. Meeting was called to order at 8:05 pm by President Debra Marg
- 2. Introduction of Invited Guests and Others Present were made, including spouses and the guest speaker, Judy Morrow representing the Clark County Area Food Pantry and Resource Center, Neillsville WI.
- 3. Debra Marg presented the President's Report included a reference and overview of the Annual Report.
- 4. Natalie Erpenbach presented and reviewed the Treasurer's Report (as shown in 2014 Annual Report). Bruce Westphal made a motion to accept financial report as provided; Steve Hemersbach seconded that motion. Voice vote, all Aye; motion carried.
- 5. Review and Adoption of Revised Bylaws President Debra Marg presented and reviewed the proposed changes to the Foundation Bylaws, which were discussed and accepted, by Section, at previous Board of Director meetings. Motion made by Steve Hemersbach to approve those changes as presented; seconded by Bruce Westphal. Voice vote taken, all Aye; motion carried.
- 6. Recognition of Retiring Directors Each retiring Director was recognized for their contribution to the Foundation. Retiring Directors: Deb Marg, Denise Erpenbach and Bryce Kelley. James Schmidt will deliver Bryce Kelley's plaque and Natalie Erpenbach will deliver Denise Erpenbach's plaque.
- 7. Election of Directors & Officers The Nominating Committee recommends that Directors Sheila Nyberg and Judy Smriga be re-elected each to a 3 year term of office from April 2015 to April 2018, succeeding themselves in those positions. Motion by James Schmidt and second by Donald Pentz to accept the Nominating Committee's recommendation and elect the proposed slate of Directors (each) to a three (3) year term of office on the Board of Directors. Voice vote taken, all Aye; motion carried.

The President noted that any vacant Board of Director positions will be discussed, with recommendations to follow, at future Board of Director meetings.

The President noted that the Election of Officers will be held at the Organizational Meeting, to be held prior to the next Board of Director's meeting, in June 2015.

- 8. Old Business None
- 9. New Business None
 - a. Minutes for 2014 Annual Meeting reviewed. No changes made. Motion to approve minutes as provided, by James Schmidt; seconded by Natalie Erpenbach. Voice vote taken, all Aye, motion carried.
- 10. Adjourn Meeting Motion made by Sheila Nyberg to adjourn the 2015 Annual Meeting at 8:30 p.m.; seconded by James Schmidt. Voice vote, all Aye, motion carried.

4. President's Annual Message

We are a Community

I recently came across two quotes that I believe are insightful, to the efforts being made by all, on behalf of the Clark County Community Foundation Inc. The two quotes, (both – Authors Unknown) are as follows;

- "Regardless of differences, we strive shoulder to shoulder; teamwork can be summed up in five short words: we believe in each other"; and
- "When it's all over, it is not who we were, it is whether we made a difference."

During my relatively short affiliation with the Foundation, and my even briefer tenure as its President, I am satisfied that we (all) understand – that we *are* – and *live in a community*.

Community is the glue that binds us together. We believe in each other and we strive to make our communities even better. With that in mind, I am honored to provide an overview of the Foundation's prior year's activities in this 2015 Annual Report of the Clark County Community Foundation, Inc.

First and foremost, I believe it is important to acknowledge the relentless dedication and commitment of the people (listed on the last page of this report), who care deeply about the role and mission of this Foundation in Clark County, Wisconsin. They are all good citizens, who have donated their time and talent to serve as the Foundation's Board of Directors (BOD), officers, committee chairs and members. Additionally, I want to laud the community members and volunteers (selected for their particular expertise and talents) who have helped ensure that the Foundation continues to operate in a competent and professional manner. To each of you, let me say "Thank you" for the efforts you make.

In view of these generous efforts, I am confident in asserting, that the Foundation has had a banner year in all areas. The following; reports the various activities of the Committee Chairs and their teams in 2015. I am sure you will agree; these individuals deserve all the credit for the Foundation's success in 2015.

The Year in Review

Early in 2015, in addition to their normal general management responsibilities, the *Executive Committee* was asked by the BOD to work with each committee chair, and develop a list of achievable goals for the coming year. Using a document called the Project Action Plan ("Action Plan"), each committee responded, listing the goals they would focus on during the coming year, along with any budget requirements. The Executive Committee monitored and periodically reviewed the Action Plans with each committee; and is happy to report that the majority of these goals have been achieved or are in the process of completion.

The *Nominating Committee* had a busy year as well. During the past year, a few BOD members found it necessary to take a sabbatical or resign

from the work of the Foundation. Through their diligent efforts, the Nominating and Executive Committees were able to find talented and qualified people to fill these open BOD and Officer positions. Presently, there is one vacancy on the BOD, which we hope to have filled, in the very near future.

Additionally, the Foundation's bylaws require the appointment of *community members* to various Committees. The Investment Committee is fortunate to have two individuals, with knowledge and experience of investment and financial matters, who donate their time to assist the Foundation in its work. Their significant contributions have helped move the organization forward, as we lay the groundwork that guides our actions in the future.

Likewise, the Scholarship Committee has enjoyed the time and talent of volunteers, as they assist the Foundation in evaluating the many scholarship applications we receive from our graduating high school seniors. We are especially pleased to report, that scholarship community member volunteer, Anne Teska, has now joined the Board of Directors. *Welcome, Anne!*

This past year, as a group, we decided that, the growth in the Foundation's financial assets and increased donor activities, warranted the assistance of legal counsel. Thankfully, the time needed to search for legal assistance was short, and we are most grateful for the willingness of *Attorney Bonnie Wachsmuth*, Owen, WI, to fill that position. She generously donates her time and legal expertise with one caveat, *that we not call her daily*. We have, gladly, agreed with her request!

"Building the Foundation Walls"

Part of the building blocks of any organization, are its governing documents; the Articles of Incorporation, Bylaws, and its policies and procedures. These documents provide the framework and guidance for the Foundation, as it operates today and into the future. Through the diligent work of the BOD and its committees; these current documents are periodically reviewed for relevancy, and new policies and procedures are considered and adopted, as necessary, to continue with the work of the Foundation.

Now the real work of building the Foundation "walls" begins....

The *Investment and Finance Committees* have been meeting jointly (approx. weekly) in 2015, and together, these two groups have accomplished several major objectives including the following:

- The Investment Committee, oversees and administers the Gift Acceptance Committee activities;
- The Finance Committee, oversees and administers the *Grants Committee and Scholarship Committee* activities;
- Development of investment and donor related policies and procedures, and agreements;
- And, investigate options, and retention of assistance with investment of the Foundation's assets.

In anticipation of future donations, the joint Investment and Finance committee members began meeting with and interviewing, a number of investment firms / advisors who might potentially be retained to act on behalf of the Foundation as its Investment Advisors. This was intense work for committee members, but after careful consideration of the information provided to them, a recommendation was made to the BOD, to enter into an agreement with Associated Trust Co. as the Foundation's Investment Advisors and Fund Managers. This recommendation was accepted and approved by the BOD, in February 2016. Shortly thereafter, action was taken to transfer certain assets of the Foundation to Associated Trust Co. The Foundation looks forward to a long-term, productive relationship with *Associated Trust Co.*

The *Development / Fundraising Committee* was very active, as well, in 2015. Their efforts have resulted in the following activities being accomplished:

- Creation of CCCF logos, CCCF (general) and specialty brochures;
- Facebook account / Foundation website (<u>www.clarkccf.org</u>) launched – providing access to information and on-line giving options;
- Creation of the Charter Donor Society that will forever recognize the initial donors of the Foundation;
- Communicate with citizens and communities of (Clark Co), to inform them of the Foundation's mission and purpose;
- Issue press releases of the Foundation's activities and donor programs; and
- Support and promote all activities of the Foundation.

The Clark County Community Scholarship Fund held its first scholarship cycle in 2015. Graduating high school seniors, living in Clark County, WI, were invited to apply for one of three - \$250 scholarships. All qualified applicants were deserving, and so the Scholarship Committee had a "tough job" in evaluating and making their final recommendations. [See page 11 of this report for the list of Scholarship winners.] The Foundation is currently in the process of awarding the (our second year) 2016 Scholarships.

The Foundation will open its first Grant cycle in October of 2015 to be administrated by the Foundation's *Grant Committee*. As contributions are received from generous donors – in support the Foundation's various funds – money becomes available to use as grants to eligible non-profit activities, or as distributions to qualified designees. In 2015, the BOD was pleased to provide a \$500 grant (in support of a new food pantry non-profit organization) to the Clark County Area Food Pantry and Resource Center, in

Neillsville WI. We were pleased to support this effort; that provides much needed assistance to our local friends and neighbors.

As the *Treasurer's Report* (pages 6 and 7) reflects, the Foundation's assets have grown significantly in 2015, with the establishment of the 1897 Clark County Jail Museum – Non-Profit Endowment Fund. The Museum was able to establish this Fund because of a bequest received from the estate of Ms. Bernadine Peterson, a former Clark County resident. In her estate, Ms. Peterson, chose to leave funds to the Museum in honor of Mr. Francis Steiner, of Granton WI, for all of the hard work he had done, over the years, to help maintain the Museum here in Clark County. The Foundation sincerely appreciates the Museum's decision to create this Non-Profit Endowment Fund, as well as Ms. Peterson, for her fore-thought and estate planning – that allowed the creation of this perpetual, lasting legacy that supports this Clark County historic site.

Looking forward with gratitude...

As President, I look to the future of the Foundation with optimism; great progress has been made this past year, yet much remains to be done. In the coming year, our focus will be, to continue the accumulation of the Foundation's assets, and giving consideration to securing Foundation office space.

The Foundation is especially grateful to the cities of Loyal and Greenwood for generously making meeting facilities available to us, and to Northwestern Bank, (Chippewa Falls and Thorp) and Citizens State Bank of Loyal for their generosity in providing the initial start up funds for the Foundation in 2014. We will always owe a debt of gratitude to these initial donors and supporters, who had faith in the idea of a Community Foundation.

To borrow a construction metaphor, "we are laying the last two rows of blocks on top of the foundation wall." The completion of this effort will free up valuable hours to concentrate on building the assets of the Foundation, that will in turn, make the greatest impact for "good" in our communities.

Finally, we welcome all those interested in making a difference... to join with us! Whether it's serving on the Board or a Committee, helping with an event, or contributing financially... we welcome your contributions, time and talent. Thank you!

Steven W. Hemersbach, President

5. Treasurer's Report - Natalie K. Erpenbach, Treasurer

Statement of Financial Position As of December 31, 2015 and 2014

Assets	<u>2015</u>	<u>2014</u>
Cash in Checking Account – CSB – Loyal	\$ 154,432.42	\$ 5,453.46
Cash in Savings Account – CSB – Loyal	10,572.19	10,557.27
Total Cash and Total Assets	<u>\$ 165,004.61</u>	<u>\$ 16,010.73</u>
Liabilities and Net Assets Liabilities – Accounts Payable	\$ 176.47	\$ -
Net Assets		
Net Assets – Beginning of Year	\$ 16,010.73	\$ 300.00
Net Income – Current Year	148,817.41	15,710.73
Total Net Assets – End of Year	164,828.14	16,010.73
Total Liabilities and Net Assets – End of Year	<u>\$ 165,004.61</u>	<u>\$ 16,010.73</u>
Net Assets – End of Year	<u>2015</u>	<u>2014</u>
Unrestricted, Unreserved – Net Assets	\$ 3,175.95	\$ 5,303.46
Unrestricted, Temporarily Reserved - Net Assets	1,080.00	150.00
Permanently Restricted – Net Assets	160,572.19	10,557.27
Total Net Assets – End of Year	<u>\$ 164,828.14</u>	<u>\$ 16,010.73</u>

Annual Meeting Report to the Clark County Community Foundation Board of Directors Prepared and Submitted by: Natalie K. Erpenbach, Treasurer – April 21, 2016

Statement of Activities For Years ending December 31, 2015 and 2014

Contributions, Gains and Other Support	<u>2015</u>	<u>2014</u>
Individual Support	\$ 1,155.00	\$ 350.00
Corporate Support	250.00	6,000.00
Non-Profit Organization Donations / Income	150,000.00	0.00
Donor Advised Fund Donations / Income	0.00	10,557.27
In-Kind Donations	389.92	10.00
Net Contributions	151,794.92	16,917.27
Investment Income	14.92	0.00
Total Income	<u>\$ 151,809.84</u>	<u>\$ 16,917.27</u>
Expenses		
Grants and Distributions - Unrestricted	\$ 500.00	\$ 0.00
Scholarships Awarded - Unrestricted	750.00	0.00
Corporate Registration Fees	25.00	20.00
IRS Filing Fees	0.00	850.00
Graphic Artist Expense (Logo Design)	80.00	40.00
Postage and Mailing Services	68.00	60.00
Printing and Copying	524.33	34.01
Supplies / Miscellaneous	59.75	0.00
Advertising Expense	37.50	37.50
Meetings / Seminars / Dues / Subscriptions	229.24	0.00
Telephone Expense	293.10	165.03
Website Expense	425.51	0.00
Total Expenses	2,992.43	1,206.54
Net Income Over Expenses	<u>\$ 148,817.41</u>	<u>\$ 15,710.73</u>
Contributions by Program – For Years ending	<u>2015</u>	<u>2014</u>
Unrestricted – all sources Restricted:	\$ 1,405.00	\$ 6,350.00
1897 Clark County Jail Museum Fund	150,000.00	0.00
Friends of the Clark County Fairgrounds Fund	0.00	10,557.27
In-Kind:	389.92	10.00
Total Income By Program	<u>\$ 151,794.92</u>	<u>\$ 16,917.27</u>

Annual Meeting Report to the Clark County Community Foundation Board of Directors Prepared and Submitted by: Natalie K. Erpenbach, Treasurer – April 21, 2016

6. Proposed Bylaw Revisions - Steven W. Hemersbach, President

With respect to Article V, Section 5.05 of the Clark County Community Foundation, Inc. Bylaws, the following recommendation was brought forth at the January 7, 2016 and February 4, 2016 Board of Director's meetings, and approved to be placed on the 2016 Annual Meeting Agenda for consideration by that assembly.

The proposed changes to Article 5, Section 5.05 change the number of consecutive terms of office, a Director may hold (until a period of one (1) year has passed since the expiration of such Director's last term on the Board of Directors) from two (2) to three (3), as stated below:

ARTICLE V - [Bylaws of the Clark County Community Foundation Inc.] Board of Directors

Section 5.05 - Term of Office

- a) Each director, except one appointed to fill a vacancy, shall be elected to serve a three-year term or until his or her successor shall be elected and shall qualify, or until his or her earlier resignation, removal from office, or death;
- b) No director shall be eligible for re-election to the Board of Directors for more than two (2) three (3) consecutive terms until a period of one (1) year has passed since the expiration of such director's last term on the Board of Directors;
- c) Original directors shall be divided into three (3) approximately equal groups, with terms staggered over the three (3) year period to provide for continuity in succession. After completing their first full term, any director may be elected for one (1) two (2) additional three (3) year terms.

7. Election – Nominees to the Board of Directors - Steven W. Hemersbach

The following Nominees – for open Board of Director Positions, are being recommended by the Nominating Committee of the Clark County Community Foundation, Inc.

Name	# of Previous	Representing Geographic	Term of Office Being
	Terms of Office	Area of Clark County	elected to:
Carrie A. Morrell	1	Southern	4-1-2016 to 4-1-2019
Natalie K. Erpenbach	1	Southern	4-1-2016 to 4-1-2019
Donald F. Pentz	1	Central	4-1-2016 to 4-1-2019
James W. Schmidt	1	Northern	4-1-2016 to 4-1-2019

- 8. Old Business Steven W. Hemersbach
- 9. New Business Steven W. Hemersbach
- 10. Adjourn Meeting Steven W. Hemersbach

Donors and Charter Donor Society Members

(Gifts Received Through April 15, 2016)



Operating Fund Donations (Unrestricted)

Gifts to this Fund Support the operations of the Community Foundation, allowing us to continue our work in Clark County.

Citizens State Bank of Loyal

Kelley, Bryce & Rhonda

Marg, Dan & Debra

Marg-Patton, John & Ruth

Northwestern Bank (Chippewa Falls – Thorp)

Nyberg, Sheila & Jeff

Smriga, Judith E.

Clark County Community Fund (Unrestricted)

This Fund supports the current and most pressing needs of Clark County, WI. Grants are made at the discretion of the Grant Committee and the Foundation's Board of Directors

Anonymous

Dutch Dairy Inc.

Feiten, Diane * In Memory of Ken Dix

Forward Financial Bank (Thorp-Withee-Greenwood)

Gross Motors Inc.

Grum, Richard * In Memory of Harvey Goeke

Janssen, Gary & Georgia

Morrell, Carrie & Eric

Nyberg, Sheila & Jeff

Schmidt, James & Donna

Clark County Community Scholarship Fund (Unrestricted)

Provides scholarship opportunities to [current year] high school graduates who live in Clark County WI, and who are pursuing an education beyond high school. Scholarships awarded at the discretion of the Scholarship Committee and the Foundation Board of Directors

Erpenbach, Paul & Natalie *In Memory of Celia Erpenbach

Grum, Richard * In Memory of Harvey Goeke

Hemersbach, Steven & Carol

Marg, Dan & Debra

Northwestern Bank (Chippewa Falls – Thorp)

Sautebin Law Office

Smriga, Judith E.

Field of Interest Funds (Unrestricted)

(Gifts to these funds allow donors to address specific needs or personal areas of interest, within Clark County WI. Grants are made at the discretion of the Foundation's Grant Committee and Board of Directors)

- Agriculture

Brussow, Julie & Tim Witte, Richard & Corrine

- Cultural / Historical

Erpenbach, Paul & Natalie

- Seniors

Brussow, Julie & Tim

1897 Clark County Jail Museum Fund

(A Non-Profit Endowment Fund – established to serve the purposes of the organization that created the fund. Earnings from this Fund provide support to the creating nonprofit organization in accordance with the Foundation's Spending Policy.)

- 1897 Clark Co Jail Museum Inc. -

*From the Bequest of Ms. Bernadine Peterson, she made – *In Memory of Mr. Francis* Steiner

Friends of the Clark County Fairgrounds

(A Donor Advised Fund, where the Fund donors – are actively involved in grant recommendations for consideration by the Foundation's Grant Committee and Board of Directors.)

- Friends of the Clark County Fairgrounds -

*with the assistance of the CCEDC and the sponsors of the "2014 Alice in Dairyland" competition.

In-Kind Donations

Erpenbach, Paul & Natalie Smriga, Judith E.

2015 Annual Report Clark County Community Foundation, Inc.



All Donors to the Foundation – from it's inception in November, 2013 through June 30, 2016 – are all members of the *Charter Donor Society*. Their willingness to provide financial support to this new Foundation, demonstrates their belief in the need and purpose of this organization. In recognition of their generosity and commitment, each *Charter Donor Society Member* will be forever recognized for their part in creating this lasting legacy for the citizens and communities of Clark County, Wisconsin.

In Recognition of the cumulative financial support from the generous Donors of the Clark County Community Foundation Inc. (Gifts Received Through April 15, 2016)

Legacy Circle (Gifts > \$ 100,000)

1897 Clark County Jail Museum Inc

President's Circle (\$ 50,000 to 99,999)

Founder's Circle (\$ 25,000 to 49,999)

Leadership Circle (\$ 10,000 to 24,999)

Friends of the Clark County Fairgrounds

Community Circle (\$ 1,000 to 9,999)

Citizens State Bank of Loyal

Erpenbach, Paul & Natalie

Grum, Richard A.

Northwestern Bank, Chippewa Falls & Thorp WI

Givers Circle (\$ 500 to 999)

Brussow, Julie & Tim

Gross Motors Inc

Neighbors (up to \$ 499)

Anonymous

Dutch Dairy, LLC

Feiten, Diane

Forward Financial Bank (Thorp-Withee-Greenwood)

Hemersbach, Steven & Carol

Janssen, Gary & Georgia

Kelley, Bryce & Rhonda

Marg, Dan & Debra

Marg-Patton, John E & Ruth

Morrell, Carrie & Eric

Nyberg, Sheila & Jeff

Sautebin Law Office

Schmidt, James & Donna

Smriga, Judith E.

Witte, Richard & Corrine

2015 Grants Awarded (Unrestricted)

Clark County Area Food Pantry and Resource Center \$500.00

2015 Scholarships Awarded (Unrestricted)

\$250.00 Scholarships to the following 2015 Clark County WI High School graduates:

•Alysja Otten, Neillsville HS •Kaitlin Artac, Greenwood HS •Bryce Niemi, Owen-Withee HS



2015 Board of Directors and Officers

Steven W. Hemersbach, PresidentJames W. Schmidt, DirectorJudith E. Smriga, Vice-PresidentAnne Teska, Director

Carrie A. Morrell, Secretary Phyllis Goeke, Director

Natalie K. Erpenbach, Treasurer Bruce Westphal, Director

Donald F. Pentz, Director Sheila Nyberg, Director

Community Committee Members:

Linda Susa, Greenwood - Investment / Finance Darwin Zwieg, Willard – Investment / Finance Larry Osegard, Neillsville – Scholarship Anne Teska, Colby – Scholarship Linda Turnquist, Greenwood – Scholarship

Our Community Partners

City of Loyal Kelly Lindner – KellyBeans Design
City of Greenwood Loyal American Legion – Post 175
Citizens State Bank of Loyal Northwestern Bank, Chippewa Falls and Thorp
Clark County Economic Development Corp Worden - Wachsmuth Law Office
Our Clark County Area Newspapers WCCN Radio / Central WI Broadcasting

2015 Committees

<u>Executive Committee</u> – Steven Hemersbach [Chair], Judith Smriga, Carrie Morrell, and Natalie Erpenbach

<u>Investment Committee</u> – Judith Smriga [Chair], Steven Hemersbach [Chair, Jan – to November 2015], Natalie Erpenbach, Linda Susa, Bruce Westphal, and Darwin Zwieg

<u>Finance Committee</u> – Natalie Erpenbach [Chair], Steven Hemersbach, Judith Smriga, Linda Susa, Bruce Westphal, and Darwin Zwieg

Nominating Committee – James Schmidt [Chair], Steven Hemersbach <u>Development / Fundraising Committee</u> – Sheila Nyberg [Chair], Carrie Morrell, Natalie Erpenbach, Phyllis Goeke, Judith Smriga, and Bruce Westphal

<u>Policies & Procedures Committee</u> – Donald Pentz, Natalie Erpenbach, Steven Hemersbach, and Darwin Zwieg

<u>Scholarship Committee</u> – Finance Committee and Judith Smriga, Bruce Westphal, Anne Teska, Linda Turnquist, and Larry Osegard

<u>Grant Committee</u> – Finance Committee and two community members [yet to be appointed].