

**ST. JOHN'S LUTHERAN CHURCH OF NORTHFIELD FOUNDATION, INC.**  
**MEETING MINUTES**  
**April 11, 2016**

- Members Present: Julie Becker, Wil Brosz, Cheryl Buck, Jeff McLaughlin, Jonathan Norrie, Jenny Nystrom, Jane Rizzo, and Chris Weber.
- Members Absent: John Ophaug
- Staff present: None
- Meeting commenced at 7:01pm by Cheryl Buck.
- Prayer by Cheryl Buck
- We determined we need to locate and officially approve our new investment guidelines (perhaps John Ophaug has a copy?).
- We elected Cheryl Buck as president, Jane Rizzo as vice president, Wil Broz as treasurer, and Jeff McLaughlin as secretary.
- January 11, 2016 meeting minutes were reviewed & approved with two corrections. (Rizzo, Becker)
- Treasurer's Report was reviewed & approved. Despite market fluctuations, our fund balances is remaining constant. Our cash balance is down, as we have transferred funds to the congregation, is council has allocated more funds we may need to sell assets to meet our obligations. The \$10,000 bond that comes due in May should allow us some flexibility in making those decisions. We received some nice gifts related to two estates (Orv Marks and Kenneth Jennings), which are currently held in cash. (Weber, Rizzo)
- Marketing update; the congregation's visual identity process is nearly done. The Foundation piece could be the first produced component. We discussed possible funding options for this, as well as our web presence. Jeff McLaughlin and Chris Weber were tasked with expanding our web presence. Cheryl Buck will go back to the council with some options about next steps.
- Jonathan Norrie will ask Jane Rinehart, the Benevolence chair, to join our board as an ex-officio member to facilitate communication between Council and the Foundation.
- We will consider a change to our bylaws to determine the process to increase the minimum to establish a named fund to \$25,000 (with an implied annual cash flow of \$1,000 for the congregation), at our next meeting.
- We will also explore better options for generating thank you letters to donors.
- Wil Broz will work with Reese Winter to get our 990 forms submitted by July 15.
- The next Foundation Board meeting will be **Monday, August 15, 2016** at 7:00pm. Jane Rizzo is responsible for devotions in August.
- Meeting adjourned at 8:09. (Weber, Norrie)