

Columbia Community Foundation  
Executive Council 01-16-08 Meeting Minutes

Meeting called to order by President Ron Krisko at 6:51 PM.

Members present: Ron Krisko, Lou Price, Debra Rose, Dennis Ross, Wayne Brassell.

Members absent: Frank Palmer.

1. Review and Approve Meeting Minutes.

- a. No previous meetings were held.

2. Foundation Mission Statement.

- a. Create and approve foundation mission statement.
- b. Ron stated that he expects the board to take about one month to establish foundation rules and procedures, if there is very good participation from the board.

3. Treasurer Report.

- a. Debra Rose reported that the Foundation has a balance of \$23,585.03, since Frank Palmer was unable to attend today's meeting.

4. New Foundation Board Members.

- a. The board discussed possible new board members to invite to join the foundation board.
- b. Jamie Cottom, Ray Anthony, and one of the Columbia Township Trustees were the individuals chosen to have invitations sent to.
- c. Ron requested that each board member provide him with their correct contact information, which is required for initial legal filings along with being able to compile it and provide it to all board members to utilize.
- d. Debra suggested that a form or application be created, and that each foundation director and officer complete and sign them.

5. Foundation Scholarships.

- a. It was discussed as to how many scholarships would be given out and what the names of those scholarships would be.
  - c. It was decided that two \$1000 scholarships will be given out each year starting in 2008.
  - d. It was decided that one scholarship would be named "Columbia Chamber of Commerce Scholarship" and the other "Lucille MacClellan Memorial Scholarship".
  - e. Debra suggested that links to other local scholarships be created on the foundation's website. Ron reported that such a page already exists but has little information currently posted there.

6. Foundation Postal Box Options.

- a. Ron reported that there are three sizes of post office boxes available at the Columbia Station Post Office for three different prices per year. Small - \$36/year, Medium - \$52/year, Large - \$96/year. Motion to authorize Ron to purchase a medium-sized post office box for the new foundation made by Dennis and seconded by Lou. Vote: 5-For, 0-Against.

7. Foundation Telephone Options.

- a. Ron presented the various options available and the associated costs.
- b. Motion to authorize Ron to purchase a Vonage telephone and fax line set for \$44.54/month with 440-236-xxxx numbers made by Dennis and seconded by Lou. Vote: 5-For, 0-Against.
- c. It was suggested that Ron try to get the 440-236-GIVE telephone number as a first choice.

8. Foundation Name.

- a. The board discussed what the actual name of the new foundation should be.
- b. Motion to change the name of the foundation to “Columbia Community Foundation” made by Dennis and seconded by Wayne. Vote: 5-For, 0-Against.
- c. The name associated with the foundation’s EIN will need to be changed and Ron will investigate if this is something that the attorney will handle or we can handle ourselves.

9. Foundation Website.

- a. Ron reported that the website is up and running but has very little information within it so he will need input from the board as to what to post there.

10. Foundation Pamphlet.

- a. Ron discussed with the board about creating a tri-fold brochure for the new foundation similar to the Aikey Foundation’s tri-fold brochure, which can be easily handed out to interested persons, libraries, schools, etc. The board agreed, and Ron said that he would put together a draft tri-fold brochure for the board to review at a future meeting.

11. Foundation Branding.

- a. Debra discussed that we should have some sort of branding and logo for the new foundation.
- b. It was decided that the board would like to hold a logo creation contest similar to the one that the Columbia Chamber of Commerce held a few years ago to create a branding logo for the Columbia Homecoming Festival.
- c. Motion to authorize Debra to create a foundation logo contest to be held from 02/01/08 – 04/01/08 with a prize of \$100 made by Lou and seconded by Dennis. Vote: 5-For, 0-Against.

12. Motion by Dennis to adjourn the meeting, seconded by Wayne. Meeting adjourned at 9:00 PM.

**Minutes Approved on 03/26/08.**