

Leawood Foundation Meeting Minutes JANUARY 19, 2017

The meeting of the Leawood Foundation took place at 5:30 P.M., Thursday, January 19, 2017, in the Main Conference Room at Leawood City Hall, 4800 Town Center Drive, Leawood, Kansas.

Attendees: Alice Hawk, Mike Best, Susie Rawlings, Chuck Udell, Mary Ann Waldenmeyer, Renny Arensberg, Mayor Dunn, James Azeltine, Chris Claxton and Deb Harper.

Board members absent: Debby Throckmorton, Brandon Scarborough, Charles Lusk and Marc Elkins.

Chairman's Report

- Chairman Alice Hawk called the meeting to order at 5:35 P.M.
- The minutes from the November 17, 2016 meeting were approved.
- Alice stated year-end appeal letters were sent to 93 people the week of December 19th using the donor list from previous years. We had a great response with \$5,140 donated! Susie Rawlings said the previous list of people was rather dated. Discussion followed about using the list of donors from the last five to six years as well as the Leawood Committees' lists, which was done for the 2017 appeal.
- Alice thanked Susie for sending the E-newsletter in early December. Again, the list of emails is dated. Susie will share the stats with the board, i.e. how many people opened the email, etc.
- The Leawood Foundation brochure was updated for 2017. Alice thanked Debby Throckmorton, Chris Claxton and Marica Putman for their work.
- Alice reminded everyone that the events at Non Profit Connect are open to all board members. Events are on the Non Profit Connect website. They have many excellent programs.
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City Update

- Mayor Dunn discussed the Leawood Fire Department's donation to the Play For All project. The funds were personally donated by the department, which illustrates their commitment to the project. The Leawood Fire Department will have a leaf on the tree as a \$1,000 donor.
- Mayor Dunn said she has talked to the Principal of Nativity. She explained to the Principal that Royals Charities and Royals Alumni had donated funds to Variety KC for the Play For All playground, and Variety KC also provided funds to purchase the Brail reading equipment.
- Mayor Dunn congratulated the board for their work on the Play For All project.

- Chris Claxton updated the board on the Ironhorse Golf Course clubhouse construction project. We hope to have a donors' reception at the golf course once completed. We would have a video showing the projects done by the Leawood Foundation and how the donor contributions made a tremendous impact in the city of Leawood.
- Chris reminded the board the Arti Gras gala on Friday, February 17 will be held at the Lodge at Ironwoods Park
- The Mayor's State of the City address will be January 31st.

Financial Report

- Alice thanked Mike Best for completing the 501(c)(3) process. Mike said we have received the IRS determination letter. The IRS required a change in wording in the by-laws re: dissolution of the foundation. In that case, any money would go to another charitable organization rather than the City of Leawood.
- He has opened the foundation's bank account at the Bank of Blue Valley. There are two signors – Alice and Mike. Discussion followed about how much money should be kept in the account.
- Mike Best provided the financial report. Our current balance is \$290,725.

Old Business

- Alice said the Gezer Park signage is complete, however, we still need information for the QR (scan) codes. Councilperson Julie Cain was very complimentary about the signage. We will need to have a donor celebration for Gezer donors in the spring.
- Arti Gras
 - The Arti Gras gala was discussed. This year, it is a partnership with the Leawood Arts Council, Leawood Stage Company and the foundation. Chris will send out the volunteer sign-up sheet electronically. The Parks and Recreation Department will handle the set up.
 - Valerie Phillips, from Gallery V in Mission Farms, will be the juror. Chris said the art is reasonably priced and is on the website. You can view it at <http://www.leawood.org/committees/art/artgallery2017.aspx>.
 - Susie will send out another e-newsletter about Arti Gras. There will be advertising in 435 magazine for Arti Gras.
 - A wine basket for a gala giveaway was discussed. This could be a good way to gain more email addresses. Several offers of wine for the basket were made. Please bring them to city hall.

- **“Play for All” Project**

- Alice handed out a donor commitment summary. We have \$447,214 in donations and commitments. Chris said we currently have enough funding for the project, and updated the group on expenses. Several items cost less than anticipated, such as shipping. Thanks to the Parks and Rec employees who took out over 30 truckloads after the demolition.
- A donor event will be held the end of May or first of June.
- A donor event will be held at Leawood Dog Park as soon as the donor signage is in place.

New Business

- Our Sister City, I-Lan, is bringing a delegation May 11 – 15. I-Lan Park will be spruced up for their visit. A map, photos and signage should be added in time for their visit. Chris and Alice are working on the signage wording. Discussion followed about how much the foundation should donate to the project. A motion was made to fund up to \$5,000 for signage, seconded and passed unanimously.

The meeting was adjourned at 6:40 P.M.

Announcements

- The **2017** board meeting dates are as follows (all meetings begin at 5:30 in the Main Conference Room at City Hall unless otherwise noted). **Please add these dates to your calendars!**
 - **March 2**
 - **April 6**
 - **June 8**
 - **August 17**
 - **September 14**
 - **November 2**

Action Items:

- Susie Rawlings will send the stats from the last E-newsletter to the board.
- Susie will send out another e-newsletter about Arti Gras.
- Chris Claxton will send out a sign-up sheet for Arti Gras.

/s/Susie Rawlings
Susie Rawlings, Secretary