**Fountain Street Church Foundation**

**Board Meeting**

Minutes of March 25, 2019

Present: Randy Allaben, Lisa Garvey, Carol Townsend, Bill Boersma, Jim Anderson, TJ Norris,

Jack Woller

Absent: Gary Rowe, Mike Wolfe, Bill Brunner

1. **Call to Order and Welcome – Randy Allaben**

The meeting was called to order at 4:08 pm.

1. **Approval of Minutes of February 18, 2019.**

**Motion** was made and seconded to approve the minutes.

**Motion passed.**

1. **Financial Reports January 2019**

Financials will be distributed at a later date. Church accountant, Melissa, has been out on leave and is working to catch up.

1. **Announcement and Welcome new Board Member**

Randy announced that Bill Brunner has joined the Foundation Board. Bill is a former governing board member with a long history of service to Fountain Street Church. Bill is a Ministerial Appointee.

1. **Memorial Tile Update – TJ Norris**

TJ passed around the current brochure for discussion.

TJ noted that the price on the brochure is incorrect. Jack verified that the pricing should be $800 each or $1,250 for two for the calendar years 2018 – 2019. The price is $1,000 for one and $1,500 for two for the calendar years 2020 – 2021.

There is also a statement that the cost is tax deductible, this will be changed to “may be tax deductible.

TJ will work with Virginia to get the brochure updated.

TJ discussed the possibility of drafting a letter to families of deceased congregants. Randy agreed to assist.

TJ discussed the possibility of advertising at the Memorial Concert to be held Sunday March 31, 2019. Jim offered to reach out to Marilyn to ask whether she would mention the availability of memorial tiles at the beginning of the concert. Recommendation made that this should be agreed to by the chair of the Music Committee also.

1. **Tower Repair / Update – Jack Woller**

Jack reminded us that there is a donor offering to match up to $175,000 in funds for the Tower repair.

Jack has sent a letter to Sacred Spaces to explore whether Fountain Street Church may be invited to make a grant application for funds to be used for the repair.

Jack stated that he is pursuing a grant from the State Historic Preservation organization which is administered through the Grand Rapids Economic Development Corporation.

1. **Promote LLS – Chimes/Weekly Bulletin/Pulpit – Randy and Jim**

Pulpit – Randy will promote when he does the Welcome on the first Sunday in May. (May 5, 2019)

Jim will prepare something for the Chimes and the Flash.

1. **Trust Agreement Update**

Randy made update from Jim.

Discussion on Carol’s comments:

Budget Process – Expenses comprised of annual payout and the cost associated with the annual event.

Budget Process agreed to is that every January the Board will approve the annual payout and the expected amount for the annual event. Discussion will be held on any other anticipated expenses for the year. This information will form the annual budget.

1. **Annual Event – Board**

Agreed to hold the event May 22, 2019.

Jim passed out last year’s assignments.

Randy agreed to work with Don to acquire the wine.

Lisa agreed to work with Marie Penny to arrange the food.

Bill agreed to print name tags.

Agreed to invite all congregants and recognize new members who joined from June 1, 2017 to present.

Jack recommends recognizing certain people. Follow up needed.

Randy agreed to coordinate with Mark from Midwest Capital to have Mark make a presentation at the event.

Randy to ask Wes to give a slide show on the various improvements to the facility.

Jack to communicate date to Kim.

Carol to meet with Virginia regarding invitations. Invitation to be approved at April Board Meeting and mailed April 19, 2019.

Save the Date to be in April and May Chimes and weekly Flash.

Jack will arrange parking passes.

Carol to ask Virginia if she will do a poster.

Mike and Bill were absent and need an assignment for the event.

Randy will ask Chris if she will assist with table decorations.

1. **Other Business**

Jack asked the board to consider sharing the salary costs of a Major Gifts Officer. Jack points out that a Gifts Officer should be able to bring in more funds than their cost to the organization.

Parking Lot update: Jack has received an appraisal. Jack went to GRCC who expressed in interest in purchasing a right of first refusal.

Jim pointed out that any funds received from GRCC for a right of first refusal should be used to pay down the loan owed to the Foundation.

Jack noted that there is not a budget item dedicated to loan repayment but there is a budgeted Net Operating Income for 2019.

**Meeting adjourned at 5:23**