

Adams-Friendship Area Educational Foundation, Inc.

P.O. Box 204
Friendship, WI 53934
afedfound@gmail.com



ADAMS-FRIENDSHIP AREA EDUCATIONAL FOUNDATION, INC. MINUTES – July 28, 2021

The regular monthly meeting of the Adams-Friendship Area Educational Foundation, Inc. was called to order by President, Kevin Beaver at 5:41 pm on Wednesday, July 28, 2021 at Adams-Friendship High School. The presence of a quorum was confirmed. Members present were: Laurie Inda, Danna Peterson, Deb Wachholz, Bob Garnett, Myrna Garnett, Darlene Hovorka, Linda Machan, Tom Machan, Tom Wetzell, Kevin Beaver, Marge Edwards, Lori Thompson, Marcia Klicko, Lisa Curless, Bill Parr, Kathie Dye and Crystal Nawrot.

Adopt the Agenda

Motion was made by Marge Edwards; seconded by Danna Peterson to approve the agenda as presented. The motion was carried unanimously.

Approval of Minutes

Motion was made by Danna Peterson; seconded by Darlene Hovorka to approve the June 15, 2021 minutes with the addition of Marcia Klicko in attendance to the minutes. The motion carried unanimously.

Treasurer's Report

Treasurer, Deb Wachholz reported assets as noted below as of 6/30/2021:

- BMO Harris Checking Account - \$106.53
- ACB Savings Account - \$616.77
- ACB Checking Account - \$88,572.73
- Stock Account - \$537,109.90
- SEI Private Trust Co. Endowment Fund - \$83,859.19
- **Total Assets - \$710,265.12**

Motion was made by George Ritchie; seconded by Dana Peterson to approve the treasurer's report as presented. The motion carried unanimously.

Committee Reports

Finance Committee Report: Kevin Beaver reported that they met as a committee over the last month and have continued to discuss how to take donations. They were able to get Mid-State's form as an example. The Mid-State form is very detailed, so they are going to pair it down for the use of the Foundation. They will create a draft and bring it to the next in person meeting.

Scholarship/Classroom Grants Committee:

Marcia Klicko shared that the committee is hoping to get a meeting in the next couple of weeks. One item needing discussion will be when new applications will be due.

Public Relations/Communications Committee:

Linda Machan shared that a season brochure will be coming out soon and that the web site is up to date.

Fund Raising Projects Committee:

Deb Wachholz shared that there are none at the moment.

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FAC Events Committee:

Linda Machan shared that the full season is booked and contracts are in place. Handouts of acts were provided at the meeting. Season tickets will only include four of the acts. August 1st is when season tickets go on sale via online or phone. Starting 8/18 we'll have box office hours. Season tickets will be on sale until 9/22. As of 9/1 people will be able to go online and buy tickets for any of our shows. Season tickets will also be sold with social distancing in place. Current capacity = 50%. Sponsor campaign will start soon with a mailing in the next couple of weeks.

Fine Arts Center Report

Tom Wetzel reported that a nice thank you note came in from the Alley Katz. Tom also shared that the events committee has tried consistently to support A-F students. WPN Conference information has come through and Tom Wetzel doesn't think it's worth sending someone in person this year as discussed at a prior meeting. He intends to attend online this year at a cost of approximately \$30. Tom noted that maintenance is taking place in the Fine Arts Center including work on the stage floor and a small leak in the art gallery area. Tom also reported that the school district discusses the COVID regulations at their monthly meeting and the Fine Arts Center is still at 50% capacity for shows as of today.

A-F School District Report

No report for July 2021

Old Business

Deb Wachholz shared that the A-F Hall of Fame plaques came in and include Alexis Pheiffer Bhatheja, Lisa Ann Robinson Massen, and Sandra Swisher-Pheiffer. These will be presented at a later date and hung in the space at the high school.

New Business

Tom Machan shared information regarding event liability insurance. Our policy anniversary date is 8/21. As we planned our next events, we had to submit descriptions of all to the insurance company. Our agent submitted those to the underwriter. Most events are in the Fine Arts Center but our dairy breakfast and some others are held at other locations. Tom just heard from our agent and they shared that for our nine events we would be charged approximately \$750 with a total policy premium of \$1048 which includes some liability based on meetings etc. Tom also shared that our agent is pretty confident that we won't experience a rate increase but we'll know more in a few weeks.

Darlene Hovorka shared that MaryJo Peterson who works in our high school guidance office would like to join AFAEF. Darlene will send her email address to Laurie.

Next meeting will be August 17th unless determination is made that no meeting is necessary.

Adjournment

Motion as made by Bob Garnett, seconded by Marcia Klicko to adjourn at 6:37 pm. The motion was carried unanimously.

Respectfully Submitted - Laurie Inda, Secretary
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ADAMS-FRIENDSHIP AREA EDUCATIONAL FOUNDATION, INC. MINUTES – November 16, 2021 Meeting @ A-F Fine Arts Center

The regular monthly meeting of the Adams-Friendship Area Educational Foundation, Inc. was called to order by Vice President, Kathie Dye at 5:03 pm on Tuesday, November 16, 2021, at the A-F Fine Arts Center. The presence of a quorum was confirmed. Members present were Kevin Beaver, Lisa Curless, Kathie Dye, Marge Edwards, Bob Garnett, Myrna Garnett, Marty Hillert, Darlene Hovorka, Laurie Inda, Dana Johnson, John Jones, Allan Klaus, Marcia Klicko, Linda Machan, Tom Machan, BJ Nachreiner, Danna Peterson, Lori Thompson, Deb Wachholz, and Tom Wetzel.

Adopt the Agenda

Motion was made by Danna Peterson; seconded by John Jones to approve the agenda as presented. The motion was carried unanimously.

Approval of Minutes

Motion was made by Darlene Hovorka; seconded by BJ Nachreiner to approve the July 28, 2021 minutes. The motion was carried unanimously.

Treasurer's Report

Treasurer, Deb Wachholz reported assets as noted below as of 10/31/2021:

- BMO Harris Checking Account - \$106.53
- OCB Savings Account - \$650.79
- OCB Checking Account - \$106,608.54
- Stock Account – \$607,808.48
- SEI Private Trust Co. Endowment Fund - \$85,155.47
- **Total Assets - \$800,329.81**

Motion was made by Marge Edwards; seconded by Marcia Klicko to approve the treasurer's report as presented. The motion carried unanimously.

Committee Reports

Finance Committee Report: Endowment Fund

Allan Klaus summarized how the endowment fund works in relation to money donated for single purposes and asked for an adjustment from \$25,000 to \$12,500 as it relates to the following:

Donated money that is designated for a single purpose will be invested the same as all other money, one investment pool. Donated money for single purposes will be earmarked for that purpose but will not start to receive earnings until that pool reaches a minimum of \$25,000. Once the pool reaches the minimum, earnings will be designated and can be distributed based on the % of the total investment.

Motion was made by Marty Hillert; seconded by Deb Wachholz to approve the decrease to \$12,500 as described. The motion carried unanimously.

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Scholarship/Classroom Grant Committee:

Danna Peterson shared that the committee met and that they received three applications for funding:

1. Literacy War - Funding requested \$950 + \$1500 = \$2450
2. AFHS Disc Golf Course Redesign - Funding requested \$4000 for 10 baskets or \$2000 for 5 baskets
3. Brewer Game Data Analysis and Probability Trip – Funding requested \$2000 - \$2500

A detailed handout of the three applicants was provided. The Committee was able to award all three a portion of what they requested with \$1500 for Literacy War, \$2000 for AFHS Disc Golf Course Redesign, and \$1500 for Brewer Game Data Analysis and Probability trip being awarded.

Danna also shared that the committee tries to stay around \$5K per year and were able to do that with these donations.

Public Relations/Communications Committee:

Linda Machan asked that as changes are made to donor wall, that she be notified so that she can update the web site. Some discussion took place regarding the updates being made and timeline for wall to go back up. The hope is that it will be up for the upcoming holiday show but unsure at this time. Linda shared that the web site is being kept up to date and that season brochures are getting out and being received well.

Fund Raising Projects Committee:

No update

FAC Events Committee:

Linda shared that:

- The latest placemats are being distributed this week.
- We've added a show for 2021-22. Innocent Men will come back in January,
- Events committee is working on next season already and have some great things planned to include the MadHatters, a Kenny & Dolly show and... Charlie Behrens is being negotiated with as well.
- Last show revealed that internet sales from outside of our area are increasing.
- B2wins should be a lot of fun. They'll play primarily holiday music with some *evergreen* sprinkled in. They will be doing two outreach events for our kids at about 45 minutes each.
- Right now, we are seating at 75% capacity.
- We can always use some help so if anyone is interested, please let Linda know.

Fine Arts Center Report

Tom W. shared that the art gallery work is complete, and that Logan and another student have been doing some lighting and programming updates. The center is being used by the high school for their musical soon and capacity is still set at 75% per the school board. A question was raised about who determines capacity and Tom explained the process that he works through with the school district and health department.

Tom also shared that we've been experiencing some issues with the sound system (primarily the "brain" of the system). Some work was done on the "DSP" unit and after a certain period, that the update is supported. Both Nathan and

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Logan have shared a quote for upgrades to the system along with replacing the DSP unit. Quote = \$20499.61. Tom shared that the work needs to get done and he feels we're in good hands with Nathan and Logan. They know the center and Tom feels we should move forward. Some discussion took place regarding options and timeline.

Motion was made by Marge Edwards; seconded by Danna Peterson to move forward with the work as described using money from the fine arts center / seats fund. The motion carried unanimously.

A-F School District Report

No report for June 2021

Old Business

Deb Wachholz brought up that Angel tree sent out a letter soliciting funds. She asked that while we typically don't do this, would we want to consider donating from Amazon Smiles funds? Some discussion occurred and the decision was made not to pursue that at this time.

New Business

None

Other Business to Come Before the Board

Tom Machan reminded everyone that he chairs the sponsor fundraising committee and asked that you contact him if you didn't receive the mailing recently sent out.

Adjournment

Motion as made by Bob Garnett, seconded by Marcia Klicko to adjourn at 6:17 pm. The motion was carried unanimously.

Respectfully Submitted - Laurie Inda, Secretary
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ADAMS-FRIENDSHIP AREA EDUCATIONAL FOUNDATION, INC. MINUTES

February 15, 2022 meeting @ A-F Fine Arts Center

The regular monthly meeting of the Adams-Friendship Area Educational Foundation, Inc. was called to order by President Kevin Beaver at 5:05 pm at the A-F Fine Arts Center. The presence of a quorum was confirmed. Members present were Linda Machan, Tom Machan, B.J. Nachreiner, Allan Klaus, Darlene Hovorka, Deb Wachholz, Kevin Beaver, Kathie Dye, George Ritchie, Tom Wetzal, Lori Thompson, Dana Johnson, John R. Jones.

Adopt the Agenda

Motion was made by Al Klaus, seconded by B. J. Nachreiner to approve the agenda as presented. The motion was carried unanimously.

Approval of Minutes

Motion was made by Linda Machan, seconded by B.J. Nachreiner to approve the November 16, 2021 minutes. The motion was carried unanimously.

Treasurer's Report

Treasurer, Deb Wachholz reported assets as noted below as of January 31, 2022:

- BMO Harris Checking Account - \$106.63
- OCB Saving Account - \$693.52
- OCB Checking Account - \$95,065.68
- Stock Account - \$633,623.21
- SEI Private Trust Co. Endowment Fund - \$85,848.23
- Total Assets - \$815,337.17

Motion was made by George Ritchie, seconded Al Klaus to approve the treasurer's report as presented. The motion was carried unanimously.

Committee Reports

Finance Committee Report: Endowment Fund

Kevin Beaver and Allan Klaus reported that they have recruited Brian Stanley and Aaron Bonnett to serve on the Finance Committee.

Scholarship Committee Report

Deb Wachholz is working on the scholarships to be awarded this year.

Public Relations Committee Report

Maureen Hauswald has updated the Foundation's website. If anyone has anything that needs to be added to the website should contact Maureen.

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Fund Raising Committee Report

Deb Wachholz explained that the ladies that have been the Dairy Council Committee are stepping down and at this point, we don't know if someone else will be taking over their duties. Deb and Kevin will meet with these ladies to find out what needs to be to keep the Council going and supporting the Dairy Breakfast. At this point, the Dairy Breakfast could be in jeopardy.

Fine Arts Center Events Report

Linda Machan reported about the upcoming shows that are on the schedule. She said that Prairie Fire had to be rescheduled so that it would coincide with summer school. It would make it much easier for the children to participate if they were already here for summer school.

Fine Arts Center Report

Tom Wetzal reported that the new sound system is installed and working beautifully. We are thankful to Nathan for installing the system and purchasing components of our old system. He thanked the Foundation for their financial support. Also said that the events committee will comp tickets to the school board so they could come to one of the shows to appreciate the new sound system.

A-F School District Report – No report

Old Business – None

New Business – None

Other Business to Come Before the Board – None

Adjournment

Motion was made by Al Klaus, seconded by Deb Wachholz to adjourn at 6:14 pm. The motion was carried unanimously.

Respectfully submitted,

Darlene R Hovorka, Acting Secretary

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ADAMS-FRIENDSHIP AREA EDUCATIONAL FOUNDATION, INC. MINUTES

March 15, 2022 meeting @ A-F Fine Arts Center

The regular monthly meeting of the Adams-Friendship Area Educational Foundation, Inc. was called to order by President Kevin Beaver at 5:10 pm at the A-F Fine Arts Center. The presence of a quorum was confirmed. Members present were Linda Machan, Tom Machan, B.J. Nachreiner, Allan Klaus, Darlene Hovorka, Deb Wachholz, Kevin Beaver, Kathie Dye, Lori Thompson, Laurie Inda, Marcia Klicko, Lisa Curless, and John R. Jones.

Adopt the Agenda

Motion was made by Darlene Hovorka, seconded by Marcia Klicko to approve the agenda as presented. The motion was carried unanimously.

Approval of Minutes

Motion was made by Tom Machan, seconded by B.J. Nachreiner to approve the February 15, 2022 minutes. The motion was carried unanimously.

Treasurer's Report

Treasurer, Deb Wachholz reported assets as noted below as of February 28, 2022:

- BMO Harris Checking Account - \$106.63
- OCB Saving Account - \$693.52
- OCB Checking Account - \$92,289.22
- Stock Account - \$628,213.81
- SEI Private Trust Co. Endowment Fund - \$81,833.14
- Total Assets - \$803,136.32

Motion was made by Allan Klaus, seconded John Jones to approve the treasurer's report as presented. The motion was carried unanimously.

Committee Reports

Finance Committee Report: Endowment Fund - No report

Scholarship Committee Report

Deb Wachholz shared information related to scholarships as follows:

- Students need to turn in applications by Monday, April 4th.
- Deb will email Kevin Moore for the list of scholarship candidates and ask if we can get names in by next meeting. High school is requesting our recommendations by April 8th.
- \$20,871 is the scholarship fund balance; \$7,349.93 is available to do what we want with.
- Deb will also check to see if sending names to current and former committee members is OK.
- Deb will send candidates along with ask for recommendations to Laurie Inda to share out to group.
- Laurie will send responses back to Deb for final recommendations.

Motion was made to designate same \$ as last year (Five \$500 scholarships) by Allan Klaus, seconded by John Jones. The motion was carried unanimously.

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Public Relations Committee Report

Linda Machan shared that the web site is up to date and that consideration is being made to run an ad again this summer to thank all for support.

Fund Raising Committee Report

Deb and Kevin talked to dissolving committee of Adams County Dairy Committee. They shared what they had to do and go through to run that group. Talked about option for moving forward if we wanted to with the former group as consultants. Timeline is the issue as the grant application was due by end of March. Marianne proposed keeping everything the same for now as far as committee structure etc. They left their names on knowing that we'll find people to replace them ASAP. Need to be sure to use verbiage of the **Dairy Farmers of Wisconsin Group**. They really don't want the group to go away and are willing to help to keep it going. They have until September 2022 to assign new officers based on their filing. They will have the funds this year that will allow us to have our DAIRY BREAKFAST.

Motion was made by John Jones, seconded by Deb Wachholz to have our dairy breakfast this year. The motion was carried unanimously.

Further discussion took place regarding how to run things this year and at what location.

Motion was made by John Jones, seconded by Darlene Hovorka to run the dairy breakfast as drive-thru only just like last year at the middle school. The vote resulted in 4 nays and 9 yays. Deb Wachholtz will explore availability of middle school and we will vote again at next meeting.

Linda Machand shared that the Sand County Players are having a spring show. Discussion took place regarding whether to do our 50/50 raffle as we have in the past. Group landed on us running the raffle and donating dollars to Sand County Players. Dates of show are April 29th/30th and May 5th/6th/7th & 8th.

Motion was made by Marcia Klicko, seconded by Deb Wachholz to run 50/50 raffle, and donate funds raised to Sand County Players this year. We'll have a sign-up sheet at next meeting.

Fine Arts Center Events Report

Linda Machan shared that she felt there was a distinct difference in sound since updates were made to sound system. Some school board members came to the last show per tickets we sent their way. Linda also shared that Monday, June 27th = audition day for Prairie Fire with shows later that week/weekend.

Fine Arts Center Report

Linda Machan shared that 262 tickets were sold for Evening in The Round and that they were a delight to work with and show was amazing. Next show is Jim Witter and tickets are starting to sell online. Box office will be open after spring break. Linda also noted that there is nothing new re: schedule for next year but the events committee is working hard to pull this together. All information for Prairie Fire is going out over the next couple of weeks including registration information.

Lisa Curless shared that Health & Human Services / County approached fine arts events committee re: funding available for "event/speaker" related to substance abuse and prevention. We were able to secure Tony Hoffman / BMXer – Olympic Coach who is a speaker that will focus on recovery and mental health.

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Speaker will be here on April 18th. Funding supplied by the county for the \$7500 ad \$1200 will be paid by us for his travel expenses and busing fees to get kids from middle school to high school.

A-F School District Report – No report

Old Business – None

New Business – Linda Machan Linda shared that there have been some comments from the community regarding the outside of the fine arts center (landscaping/appearance). Looked great upon opening of FAC but hasn't been sustained well. Lisa Curless will investigate options with Property Works for updates. Group agreed that the concerns should also be brought to the school board regarding how things look and what can be done.

Other Business to Come Before the Board – None

Adjournment

Motion was made by Allan Klaus, seconded by Marcia Klicko to adjourn at 6:23 pm. The motion was carried unanimously.

Respectfully submitted,

Laurie Inda, Secretary

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