

Adams-Friendship Area Educational Foundation, Inc.

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ADAMS-FRIENDSHIP AREA EDUCATIONAL FOUNDATION, INC. MINUTES

July 27, 2022 meeting @ Mid-State Technical College – Room #116

The regular monthly meeting of the Adams-Friendship Area Educational Foundation, Inc. was called to order by President, Kevin Beaver at 6:01 pm at the Adams Campus of Mid-State Technical College. The presence of a quorum was confirmed. Members present were Laurie Inda, Tom Machan, Linda Machan, Kathie Dye, John Jones, Tom Wetzel, Marge Edwards, Deb Wachholz, and Amy Beaver.

Adopt the Agenda

*Motion was made by Kathie Dye, seconded by Linda Machan to approve the agenda as presented.
The motion was carried unanimously.*

Approval of Minutes

Deb Wachholz shared that some #s needed to be changed in the treasurer's report from June.
*Motion was made by Marge Edwards, seconded by Linda Machan to approve June minutes as amended.
The motion was carried unanimously.*

Treasurer's Report

Treasurer, Deb Wachholz reported assets as noted below as of June 30, 2022:

- BMO Harris Checking Account - \$106.53
- OCB Saving Account - \$801.73
- OCB Checking Account - \$69,610.19
- Stock Account - \$594,001.40
- SEI Private Trust Co. Endowment Fund - \$73,077.08
- Total Assets - \$737,596.93

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

Committee Reports

Finance Committee Report:

Kevin Beaver shared that we have a scholarship criteria form drafted and that it, along with a process will be ready in August. Kevin also noted that the finance committee is looking at the creation of a budget for the foundation so we can gauge what may occur throughout the year. This should make planning easier and allow for more transparency as to what is occurring. Some further discussion took place regarding ticket sale dates and sponsor contributions to date. It was shared that no deadline was set for sponsorships.

Scholarships Committee Report:

N/A – No committee members in attendance.

Grants Committee Report:

N/A – No committee members in attendance.

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Public Relations/Communications Committee Report:

Linda Machan shared that web site adjustments continue as we head into the new season. There should be an article in the paper this coming week describing the whole season. This is a big paper that is provided for free during Community Sidewalk Days. Linda also noted that we are not sure how much promotion we'll do for Charlie Berens. We will see how ticket sales go and determine the best strategy from there. Linda shared that the season flyer is ready and encouraged all to get them out there as we ordered 1000.

Fund Raising Projects Committee Report:

50/50 Raffle

Group discussion regarding a 50/50 raffle during the Sand County Players fall show took place and agreed we should anticipate this occurring during show times.

Fine Arts Center Events Report:

Linda Machan shared that Prairie Fire was interesting this year as it ran into the July 4 holiday, and we didn't have a lot of participants. Pictures were wonderful, however, the committee voted not to bring this back next summer. It hasn't been working well during summer school, so the group is researching other options (i.e. Missoula). Other ways to encourage youth arts participation will also be explored. Linda also noted that tickets go on sale on Monday, August 1 at 9:00AM and a plan is in place to handle any traffic we may encounter. Linda shared that the FAC events committee is already starting a wish list for the 2022/23 season, and if anyone knows of acts that we might want to consider, they should share with a committee member.

Tom Machan shared information regarding liability insurance. He noted that a few years back when we started live shows, we knew we would need to do something to update our insurance. He's been meeting with our provider regularly as we get notices each year, and every other year *Auto Owners* requires us to fill out individual reports on each event. We were warned that there would be a rate increase and weren't surprised to see an increase of \$250 annually. Our agent went right to work and learned that *Auto Owners* hired a new underwriter and that was the reason for the increase. This resulted in our rate coming back down to \$1,247 annually.

Motion was made by Tom Machan, seconded by John Jones, to go ahead with purchase of liability insurance from Hometown Insurance this year at a premium of \$1247. The motion was carried unanimously.

Fine Arts Center Report:

Tom M. shared that he's had some difficulty with getting custodial and landscaping support. Some of the issues are related to custodial being short of help. We have gone through periods in the past where we've brought in Twin Creeks to do some changes, but it doesn't get tended to very well. Tom will continue to work with facilities to try to resolve issues.

Linda shared some ideas on things we could utilize to dress up the landscaping. Could we suggest, and perhaps help pay for planters with benches in between just like they have in front of the high school? When flowers are planted by the high school, they'd be planted in those as well and we could perhaps add seasonal touches along the way.

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Group agreed that this would streamline the look of the entire front of the school and Fine Arts Center and Tom W. is willing to initiate discussion with these new ideas with facilities.

Tom Wetzel attended the WPN presenters conference this summer and thanked the foundation for the opportunity. Some of what he saw is tough to translate to our FAC (i.e. – diversity items, video tours). There were many showcases, and it was a great opportunity to network with other centers like our own. There was a lot of discussion surrounding how school districts support FACs that are on site (i.e. custodial support, etc.)

A-F School District Report:

Discussion took place as to whether someone from the foundation should request a school liaison attend our meetings. Kevin Beaver agreed to pursue this further and will speak with Mr. Moore.

Old Business – None

New Business:

Man Therapy Request/Public Health – Tom Wetzel

Tom was approached by Mr. Moore asking that we take some time prior to our events to play a short video re: Man Therapy campaign presented by Adams County Health & Human Services. Suggestion was made to look into board policy and review ways we may be able to support the message at our August meeting. Tom W. will review board policy, and this will be added to the August agenda.

Other Business to Come Before the Board:

Marge Edwards asked that we add “Nominate a committee to review bylaws” to the next meeting agenda.

Adjournment

Motion was made by Laurie Inda, seconded by Deb Wachholz to adjourn the meeting at 7:20 pm. The motion was carried unanimously.

Respectfully submitted,

Laurie Inda, Secretary

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