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**Shorewood Foundation Meeting Minutes**

**Tuesday, July 14, 2015**

**4:30 p.m. – Village Hall Committee Room**

In attendance were: Jennifer Anderson, Michelle Boehm, Alicia Domack, Catherine Flaherty, Marion Gottschalk, Rose Spano Iannelli, Steve Kavalauskas, , Nancy Lizdas, Mary McCormick, Alan Purintun and Matt Simon. Absent: Kristin Fraser, Thad Nation and Saj Thachenkary

1. President Domack called the meeting of the Shorewood Foundation to order at 4:35 pm.
2. The minutes of the May 12 meeting were reviewed. There were a few corrections made. Director Kavalauskas moved, Director McCormick seconded to approve the minutes as presented with the noted changes. **Motion approved unanimously**.
3. Treasurers Report – Director Kavalauskas presented the report and explained the “restricted fund” items to the new directors.. (A copy of the report is available upon request.) Available funds total ~$36,900.
4. Standing Committees
	1. Audit/Finance Committee
		1. Benjamin Trust 2016 funds availability—We will receive a request from the Senior Resource Center for review at the September meeting
		2. Corporate Resolution for Custody and Management Accounts and Other Financial Services- BMO Trust – Director Kavalauskas moved to “adopt the Corporate Resolution for Custody and Investment Management Accounts and other Financial Services, thereby authorizing any one of the following to act on behalf of the Shorewood Foundation for matters listed in the resolution with BMO Harris: President, Alicia Domack; Finance Chair, Matthew Simon, Treasurer/Secretary, Stephen Kavalauskas, seconded by Director Flaherty. **Motion approved**.
	2. Grants Committee –
		1. Dickey Chapelle request -$10,000 – The Grants Committee reviewed this request from MPTV requesting funding to produce a documentary on former Shorewood resident Dickey Chapelle. Motion by Director Flaherty to deny the request, seconded by Director \_\_\_\_\_\_\_\_\_\_\_. **Motion approved**.
		2. Lake Bluff Tennis Courts - $10,000 - The Grants Committee reviewed this request from Lake Bluff to assist with the installation of two new tennis courts at the school. Motion by Director Flaherty to grant $10,000 to Lake Bluff Elementary School in support of this project, seconded by Director Lizdas. **Motion approved.**
		3. Interfaith Request - $1,000 – This is the second part of a five-year grant request. Interfaith Ministries has proved the support documentation and recognition required by the Foundation.
	3. Special Events –
		1. Oktoberfest Update – Directors Domack, Thachenkary and JenniferAnderson and Michelle Boehm met with the proprietors of Three Lions Pub to discuss dates, menus and format. After considering previously scheduled Shorewood events during the month of September, Saturday, September 12. Discussed 1)whether the cost should be lowered or an alternative option provided for those who want to drop in and support; 2) whether an “entrance charge” and then a percentage of sales during the event (one or both sides of the bar); 3) whether to have a/some “special” menu item/s that could be purchased solely for this event, etc. It was discovered during discussion that September 12 is also the date of the 100th Anniversary of Atwater Elementary celebration and that hours were almost the same. Discussed whether or not this would have a negative impact or if it was the right thing to do. Director Domack and Thachenkary will continue to work on this as it is quickly approaching.
	4. Public Relations/Marketing Committee Report
		1. Farmers Market bags - The Farmers Market is a huge success. The bag give-a-way was fantastic. People even offered to pay for them. As a result, the Farmers Market group asked if they could sell the bags. The Foundation is okay with that and would be willing to order the bags, but would require full reimbursement upfront—not reimburse as the bags sell. There is also the question about the Shorewood Foundation logo being on the “new” bags. It was determined that the Foundation’s logo will be on the bag.
		2. Shorewood Today ad – The Shorewood Foundation has an ad in the Summer edition of *Shorewood Today* and will be placing a “thank you” ad to donors in an upcoming issue. The *Shorewood Today* group has discussed that the SEED Foundation and Shorewood Foundation would be able to run “thank you” ads in one issue of the magazine per year—just not in the same issue. The Board agreed to run the SF Thank You ad in the May 2016 issue.
	5. Development Committee Report –
		1. Working on the new brochure for the annual appeal. Discussed village-wide versus current donor list. Encouraged to get a clean donor list. Directors McCormick, Iannelli agreed to look into securing a database to track donor information. Board agreed to send Winter appeal to all Shorewood and to have separate versions of request for new donors vs. previous donors.
	6. Nominating, Bylaws and Recruiting Committee Report – There is still one vacancy. If you know someone who is interested, please let Director Domack know and have them submit an application.
5. Old business – None
6. New business – None
7. Next meeting – The Shorewood Foundation will meet on Tuesday, September 8 at 4:30 p.m.
8. Adjournment – Director Kavalauskas moved, Director Flaherty seconded to adjourn the meeting at 5:45 p.m.

Respectfully submitted,

Diane DeWindt-Hall
Recording Secretary