

Ogden Dunes Community Fund

Minutes

March 16, 2021

5 PM Zoom Meeting

Attendees: Karen Compton, Sophia Arshad, Patti McCall, Maryann Schaefer, Karl Krizmanic (Town Council Liaison), Bernadette Slawinski

Meeting called to order: 5:01 P.M.

1. Review and accept minutes from February 23, 2021
-Karen moved to approve, all approved.
2. Correspondence: 2/27/2021 a letter was received from Nancy Johnson expressing concerns and tendering resignation. On 3/12/2021 a letter was received from Carolyn Saxton addressing concerns and also tendering resignation.
3. Due to resignations, open community offices are available. Karen will continue as Vice President for one more month until new members are brought on board. Patti McCall will take the treasurer position.
4. Fund Balance: Karen indicated we have not seen our fund distribution allocation from the Porter County Community Fund (PCCF). Patti indicated that we should ensure someone is checking the Ogden Dunes email for the CF. To be revisited
5. Memorandum of Understanding (MU): Karen looked at both town's agreement and the MU and didn't see conflict between the two. Karen feels fine with the interest on Karl Krizmanic's original gift going toward beautification, with the remainder being more fluid. Karen wishes there was a signed and dated copy of the MU and would like to have paperwork from Plan Commission to feel fully comfortable.

Sophia reviewed the field of interest endowment fund agreement between PCCF and the town of Ogden Dunes, and well as the minutes of the TC meeting at which the MU was agreed upon. The town's agreement with the PCCF is generalized to "provide support for the benefit of the town and the residents thereof." Any gifts and support are subject to a final level of approval from the PCCF's Board of Directors. The town has procedurally required that grants be approved by the grant committee, then the town, and then to PCCF. At the time, Karl donated lots whose value was matched by the Lilly Foundation. The agreement says, "if any gifts to the CF for the purposes of the fund are received and accepted subject to a donor's conditions or restrictions as to the use of the gift or income therefrom, said conditions or restrictions will be honored." In August of 2000, the town through its minutes, entered, accepted and agreed by motion with counsel present to the MU. Karl Krizmanic's MU states that as long as he is a resident of the town the interest accrued from his gift shall only be used for things that enhance beautification of the town. Sophia indicates that the documentation we have in place, indicates that the gift was completed, the fund and committee was established, and going forward we have to comply with the terms of the Memorandum of Understanding.

After discussion, it was decided that going forward, we will determine what % of the total fund Karl's original \$85,650 represents, and that percentage will have to be spent on grants that focus on

beautification. Karen suggested that we add this to the fund's guidelines and procedures documentation.

It was agreed by all that Sophia would draft a statement that the committee accepts the original agreement made between the Town Council and PCCF establishing the Community Fund and submit to the Town Council

6. Grant Applications: The fund will continue to accept grants based on all current categories listed on the grant. There was discussion about whether individuals would be allowed to apply for grants and not be required to be affiliated with a committee.

**MEETING ENDED BECAUSE OF INTERRUPTION IN ZOOM
MEETING RESCHEDULED FOR 3/23/21**

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5 PM Zoom Meeting

Attendees: Karen Compton, Patti McCall, Maryann Schaefer

ITEM 4 Agenda Item Continued -Fund Balance: Update of General Fund: Patti received documentation from the PCCF showing that our pass-through fund has a balance of \$9183, and \$7711 available for distribution for a total of \$16894 available for 2021 grants -though we may wish to keep some of that amount in our pass-through account for other purposes. Karen will double check that this amount is accurate. Patti raised questions about grants, as it was her impression grants were not awarded for 2020. There is a total of \$8992 in grants – perhaps related to Restore the Shore contributions. This will need to be checked on, and Patti will request financial documents from Julia at Town Hall.

ITEM 6 Agenda Item Continued – Grant Applications: Patti expressed concern about getting our grant applications posted and updated. May 15th is the application deadline. We have to report to Town Council at the first meeting in June what our recommendations are. As a committee, we would need to meet May 25 at 5:00 to determine our grant recipients. We will announce grant application opening on Facebook pages, as well as creating fliers to put on town mailboxes. Karen indicated it would be good to give the TC our grant applications – a packet of materials prior to their need to approve. We should attempt to get our decisions to the clerk treasurer prior to the June meeting to distribute to TC members.

Other business: Need to get decal for mailbox. Patti indicted that most records will be provided to us by PCCF and that anything we need to do ourselves will be in the binders provided by Nancy Johnson to Patti. Maryann requested an additional meeting. Patti hopes to announce grant application opening prior to April 13th meeting.

New Business: Patti contacted Jenny Brown to try and understand where the fund's email address is directing emails so that we are not missing correspondence. Patti discovered that when she attempted to use the email address on the fund's website page, it was returned as undeliverable. To this end, we need to establish a functional community fund email. Karen will check town box for grant applications and Patti will forward electronic requests to committee members. We will also try and get identification back on our mailbox at the town hall.

Next meeting scheduled for April 13, 2021 at 5:00 p.m via Zoom.