

**FRIENDS OF MENUCHA FOUNDATION**

**MINUTES OF MEETING OF THE BOARD OF STEWARDS**

**OCTOBER 15, 2018**

A meeting of the Board of Stewards (the "Board") of Friends of Menucha Foundation, an Oregon nonprofit corporation ("FoMF"), was held on Monday, October 15, 2018, beginning at approximately 6:00 pm at Susan Hedlund's home.

*Stewards Present:* Derek Foote, Gerry Foote, Susan Hedlund, Rick Lee, Erich Merrill, Kristin Solomon.

*Stewards Absent:* None.

*Menucha Staff:* Donna Leamy, Spencer Parks.

*Guests:* Chris Rasmussen.

**Opening; Agenda**

The Stewards began the meeting by signing 105 thank-you letters for donations made before and in connection with the fall fundraising dinner.

Chris opened the meeting with prayer.

The agenda was approved as presented. The Stewards discussed the reasons for the highly successful fundraising dinner. Spencer commented on the visible results of past donations and the cancellation of last year's dinner due to wildfire.

**Minutes**

The minutes of the August 13, 2018 meeting were approved, with thanks to Derek for acting as secretary of the meeting.

**Financial Report**

Derek gave the treasurer's report. He distributed financial statements as of the end of August and September. Donations through the end of September were \$75,894.10.

The Board discussed how best to pay the road costs not paid by First Presbyterian Church. After discussion, the Board authorized FoMF to pay the balance of the invoice to Bellamy, to be treated as an advance against future contributions to the extent exceeding funds restricted to road renovation.

**Thank You Reception**

The Board approved holding the donor thank-you reception on December 9, 2018, tentatively decided to invite new donors and those who donated \$500 or more, and decided to invite the Balladeers to perform.

**Winter Plea Letter**

The winter plea letter will target funds for a Development Director. Rick volunteered to author the letter. All were thankful.

**Development Director**

Susan and Spencer proposed hiring Nonprofit Professionals Now (NPN), a subsidiary of Willamette Valley Development Officers, to assist with the process of hiring a Development Director. The Menucha Commission's task force on hiring the Development Director has recommended that Stewards serve as the search committee together with one member of the Commission, Kendra Hilty. The Board discussed the fact that the Development Director will be a Menucha employee, reporting to Spencer but working closely with the Board.

The Board approved hiring NPN for approximately \$8,450 to handle the search for a Development Director, with Kristin, Rick, and Derek serving as the search committee together with Kendra Hilty. Gerry offered to serve as a back-up member of the search committee.

**Donations Activity**

Donna reported that the Foundation is at 98% of its \$100,000 annual fundraising goal. The Board discussed factors that led to the success of the fall fundraising dinner.

**Executive Director's Report**

Spencer reported on the popularity of the ukulele camp. Menucha is quite busy through the fall, and Menucha has a number of its own programs planned for next year. Programming attendance was up 23% this year over last, accounting for about \$200,000 in gross receipts.

The Presbyterian Community of Practice has started, with two of the three members sponsoring community projects.

Spencer has been in discussions with Jason Santos about an intergenerational ministry position at Menucha. Jason would move to the Northwest for \$36,000. Spencer is looking at options for obtaining those funds.

Spencer continues to negotiate a relationship with Crestview.

**Next Meeting**

The next meeting will be held after the thank-you reception at Menucha on December 9.

There being no further business, Spencer closed the meeting with prayer at approximately 8:10 pm.

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Erich Merrill, Secretary