

**HIGHLAND COMMUNITY FOUNDATION**  
**MINUTES OF SEPTEMBER 17, 2012 SPECIAL BOARD MEETING**

**ROLL CALL**

The Board of the Highland Community Foundation convened in a special meeting that began at 8:00 AM in the Board Meeting Room, Indiana Welcome Center, 7770 Corinne Drive, Hammond, Indiana. Jim DalSanto, Adam Gawlikowski, Richard Krooswyk, Cecile Petro, Pat Popa and Richard Underkofler were present. Terry Krooswyk, Lisa Kusiak, Jim McShane and Bill Vargo were absent.

**APPROVAL OF MINUTES**

Jim DalSanto made a motion to approve minutes of the board meeting held September 5, 2012. Adam Gawlikowski seconded the motion. The motion carried by unanimous consent.

**POTENTIAL NEW BOARD MEMBERS**

Victor Garcia, incoming president of the Highland Chamber of Commerce was introduced. Pat Popa reported Patti Dunham, a former member of the Council of Community Events and the Centennial Commission, has expressed interest in becoming a board member as well.

**STATUS OF INITIAL PROJECT** - a landscape improvement of the vacant lot owned by BP Pipelines at the southeast corner of the intersection of 45th and 5th Streets.

- a. Engraved Brick Paver Sales: CJ Printing submitted a \$469.25 quote for 1,000 (8.5" by 11" double sided) flyers and has been given notice to proceed with preparation of a design proof
- b. Temporary Fund Raising Sign: Wayne Creative Services of Highland declined an invitation to submit a proposal. A \$937.15 quote from Point Imaging of Hobart was accepted. Thanks to Terry Krooswyk for volunteering to remove the sign after about 12 months, which reduced the sign quote by \$200. Notice was given to proceed with a sign design with some changes to the initial proof: adding logos of our Foundation and the Parks & Recreation Department; increasing the size and rotating the concept plan so that 45<sup>th</sup> street appears on the bottom; adding our website address and substituting Pat Popa's name for Cecile Petro's for the person to contact.

**OKTOBERFEST PLAN IMPLEMENTATION**

Board members reported on presentations made to the Highland Rotary, Kiwanis, Elks, Chamber of Commerce and Lions Club. The board members present decided not to underwrite expense for silent auction items; nor to give major sponsors complimentary tickets; motion by Adam Gawlikowski; seconded by Pat Popa and approved by unanimous consent. The status of ticket sales, contributions and silent auction donations was reviewed. Members will explore whether silent auction payments may be received by use of debit or credit cards.

**NEXT MEETING:** Another special Oktoberfest planning meeting was scheduled for September 27, 2012 beginning at 6:30 PM at the Lincoln Center.

Adjournment was approved by general consent at 9:51 AM.

Respectfully submitted by Cecile Petro, Secretary