

**HIGHLAND COMMUNITY FOUNDATION**  
**Meeting Minutes**  
**Tuesday, June 27, 2017 – 6:00 PM**  
**Lincoln Center, Room 116**  
**2450 Lincoln Street, Highland, Indiana**

1. Roll Call: President Lance Ryskamp called the meeting to order at 6:35 PM.

Present: Jim Dal Santo, Bridget DeYoung, Cheryl Nicksic, Robert Plantz, Lance Ryskamp, Judy Vaughn, Dave Wilkinson

2. Lance Ryskamp reported that Cecile Petro intended to resign from the Board.

3. Minutes:

- **A motion was made by Cheryl Nicksic, seconded by Jim Dal Santo, to approve the minutes of the board meeting held on February 21, 2017. The motion passed by unanimous consent.**

4. Financial Statements:

- a. Standard Bank Funds: As of July 1, 2017 there was a \$7258.18 balance in our Operating Fund. The Operating budget statement for the FY 2017 fiscal year was distributed with the agenda documents.
- b. Legacy Foundation Funds: Legacy Foundation distributes financial statements on a semi-annual basis. At the end of December, 2016, there was a \$16,110.65 balance in our Endowment Fund. The fund report was distributed with the agenda documents.

5. Email Votes: Lance summarized the recent votes made via email.

- a. Approval of the Highland Has Art Program with a \$500 commitment.
- b. Approval of a commitment of \$500 for the Tree Grant.
- c. Payment of Accounts Payable.
- d. Approval to move forward with several Fundraising Opportunities.

6. Old Business:

- a. Community Tree Inventory & Management Plan:

Richard Underkofler provided an update to Lance:

- The project was awarded 30 trees through a NIRPC grant.
- The trees were planted near Southridge School, along the Bike Trail, and on North Kennedy by the Public Works Garage.
- Signs, which will include the HCF logo, are being produced to be placed at the planting sites.

- At the end of April, the contract funded by the grant was 64% complete.

7. New Business

- a. Discussion on Oktoberfest- Bridget reminded the group that each person will be getting tickets after they are printed.
- b. Highland Has Art – Lance is working with a collaborative arts group in Highland to begin the process of finding projects.
- c. Other Fundraisers:
  - i. MOD Pizza – Lance is working with MOD Pizza to set up a fundraiser for HCF as agreed on by the group via email vote.
  - ii. Smalltown Coffee –
    1. Lance is working with Smalltown Coffee to create a Highland Roast.
    2. A percentage of proceeds from sales would go to the HCF.
    3. Lance will send out a Request for Art, and he will accept proposals through the end of July. This art would become the logo on the Highland Roast Coffee.
    4. The new coffee will go on sale at the Festival of the Trail in October.
    5. Other sales locations will be determined. Suggestions are welcome.
- d. Board Membership – HCF is looking for new board members. Suggestions should be made to Lance.
- e. Additional Topics – Cheryl suggested adding a Flag to the 45<sup>th</sup> Street Park. She agreed to look into the project cost.

8. The next meeting will be on September 6, 2017 beginning at 6 PM. The location will be determined as we are checking into the availability of space at MOD Pizza. Members will receive an update via email.

➤ **Jim Dal Santo made a motion to adjourn, seconded by Dave Wilkinson. All were in favor.**