

Meeting Minutes of the  
Ozark Foothills Regional Community Foundation (OFRCF)  
September 25, 2018, 4:00pm  
Residence of Marie Obourn  
Harviell, MO

PRESENT

Marie Obourn, Reverend Annette Joseph, Janet Brown, Susan Skaggs, Sr. Anne Francioni, Russell French, Rebeca Pacheco, Staff – Crystal Jones

ABSENT

Scott Dill, Greg Kirk, Scott Preslar, Felicity Ray

MEETING CALLED TO ORDER

Meeting was called to order by Russell French at 4:02 p.m.

APPROVAL OF MEETING MINUTES

The meeting minutes from August 7, 2018 were reviewed. Marie Obourn made a motion to approve the minutes, Susan Skaggs seconded, all approved.

FUND BALANCES

Crystal Jones reported the assets of the OFRCF as of 8/31/2018 at \$1,463,561.09.

SHORT VIDEO REQUESTED BY CFO

The Community Foundation of the Ozarks requested a 15 second video from all affiliates to display at the Annual Affiliate Conference. This video is to include one sentence from the Board of Directors that describe the affiliate. Video was completed at the meeting.

**ACTION:** Crystal will forward the video to Judy Cantoni by the October 1, 2018 deadline.

DISASTER PREP GRANT AWARD

Crystal Jones informed the board that their recent application to Community Foundation of the Ozark's Disaster PREP program to fund a regional housing study was awarded in an amount of \$10,000. Crystal drafted a Request for Proposals for the board's review and approval. Russell French asked for the RFP to be e-mailed out to all the board members to give them a couple days to review and provide comment.

**ACTION:** Crystal will e-mail the draft RFP out to the board members for review. Deadline for distribution is Friday, September 29, 2018.

GRANT MAKING BUDGET – FALL GRANT ROUND

Crystal Jones again shared an e-mail from CFO outlining the OFRCF grant making budget for FY2019. At the last meeting, the board approved a motion to re-grant the funds from the Doniphan Area and Ripley County Emergency Flood Relief Fund, and asked Crystal to locate the grant application documents from last year. Crystal provided the draft documents to the board for review and approval. Susan Skaggs questioned why we would reissue the grant application since the funds were returned by the last organization to receive the grant due to the organization being unable to locate any unmet needs. Crystal informed the board of the Doniphan School District submitting an application to the Center for Disaster Philanthropy to provide funding for a school counselor to assist children with mental health

issues from being displaced by the flood. The Doniphan School District used the OFRCF as the applicant to this project. Based upon this application from the Doniphan School District, there does appear to be a need. Susan referenced Catholic Charities and the services they provided in the communities after the flood. This organization was unable to use the emergency relief funds and they are the entity primarily providing case management services. Susan asked if the OFRCF would be penalized if these funds were left in the account for the next disaster. Crystal previously checked with Judy Cantoni and there is no minimum balance or no penalty. Sr. Anne Francioni made a motion to table this discussion until next meeting so more information could be gathered regarding the need for the funds in the Ripley County area; Marie Obourn seconded. Motion carried.

At the June meeting, the board discussed the Ozark Foothills Regional Community Foundation Capacity Building Fund with a balance of \$25,327.69. It was discussed at that time that the board should consider either granting some of these funds out or moving them into an endowment fund. The advantages and disadvantages of placing the funds into an endowment were discussed. Russell French asked if these funds could be used for administrative purposes, supporting the OFRCF operations. Crystal informed the board they could be used for this purpose, but currently any excess expenses not covered by the administrative agreement with Community Foundation of the Ozarks was being covered by the Ozark Foothills Regional Planning Commission. Russell asked for the dollar amount of total administrative expenses incurred by the OFRCF for the past 3 years. Since more information has been requested, Sr. Anne made a motion to table this decision until the next meeting; Marie seconded. Motion carried.

Other funds with available balances that could be granted include the Ripley Butler Clay fund and the Ripley County Chamber of Commerce fund. The Ripley Butler Clay fund has its own granting committee. Russell requested that the fund documents for the Ripley County Chamber of Commerce fund be forwarded to April Black of the Chamber for review.

**ACTION:** Crystal will reach out to organizations supporting Ripley County and learn if additional funds are needed to support the residents of Ripley County post-flood and report back at the next meeting. Crystal will also locate the administrative expenses incurred by the Planning Commission over the last 3 years and provide this report to the board at the next meeting. Crystal will also locate fund documents for the Ripley County Chamber of Commerce fund and forward to the Chamber for review.

#### GREATER OZARKS LEADERSHIP DEVELOPMENT (GOLD) TRAINING

Crystal Jones distributed information to the board on a leadership development training endorsed by CFO. Any interested members could use the contact information to learn more information or to enroll.

#### OPEN DISCUSSION

Crystal Jones clarified an action item from the August meeting where the board directed her to draft a letter to agency partners who did not meet the CFO's new \$1,000 minimum balance requirement. Crystal has learned CFO has already sent letters to those impacted fund holders, so she did not send another letter. Russell French asked if the board should still make direct contact with those fund holders. The board agreed that some contact from OFRCF should be made. Instead of a letter, Russell suggested a phone call or face to face discussion held.

Crystal reminded the board of the CFO Annual Affiliate Conference, scheduled for November 9<sup>th</sup> in Springfield. Crystal, Felicity Ray, Jan Brown, and Rebeca Pacheco are registered to attend.

Next meeting set for December 4, 2018 at 4:00 pm at the Brown Art Gallery in Poplar Bluff, MO.

**ACTION:** Three funds will be impacted by this change: Kiwanis Bacon Fund, Child Concern Center Fund, and the Stiches of Love Fund. Crystal will reach out to all three directly to ensure they are aware of the change.

ADJOURN

Sr. Anne Francioni made a motion to adjourn the meeting, Marie Obourn seconded. Motion carried. Meeting adjourned at 5:14 pm.

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Russell French, Chairman

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Date Approved

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Sr. Anne Francioni, Secretary

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Date Approved