

## Foundation Board of Fountain Street Church

Minutes of October 17, 2022 meeting

**Members Present:** Nancy Ayres, Bob Chapla, Bill Brunner, Chris VanAntwerp, Todd Fettig, Charlie Gallmeyer, Lisa Garvey

**Member absent:** TJ Norris

**Note:** Currently one unfilled position on the Board since the resignation of Tim Creamer

**Staff present:** The Reverend Christopher Roe, Melissa Hoezee

**Guests:** George Zuiderveen (Governing Board Liaison)

- I. **Meeting called to order** by Nancy Ayres at 4:05 PM
- II. **Minutes of the September 22, 2022 minutes** were approved. Moved by Chris VanAntwerp and second from Bob Chapla.
  - a. Note taker for October meeting is Lisa Garvey.
  - b. Note taker for November meeting is Charlie Gallmeyer.
- III. **Financial Reports** presented by Melissa Hoezee
  - a. Noted that online gifts to the Foundation go to the clearing account and then need to be transferred to the Foundation Account.
  - b. Funds received for two memorial tiles.
  - c. Annual mark to market in the investment account is just over \$1,000,000 negative

**Motion** made to transfer any funds in the Foundation Checking Account in excess of \$10,000 to Midwest Capital within 10 business days. Motion made by Lisa Garvey and second by Bob Chapla. **Motion passed.**

## IV. Reports

- a. **Governing Board Liaison – George Zuiderveen.**
  - i. Foundation to receive a gift of land located in Muskegon County. Land is to be sold and the proceeds contributed to the Bell Tower Fund. The Foundation thanks Anita M Gillieo for this generous gift.
  - ii. Reports that Governing Board is developing the 2023 Budget.
  - iii. Reports that a Membership Workshop is upcoming.
- b. **Staff Report – Melissa Hoezee and Reverend Christopher Roe**
  - i. Lydia Stubbs is retiring at month end.
  - ii. Kayle Clements, new AV persons, is working very part time.
  - iii. Interim Education Program Manager through end of year. (who?)
- c. **Properties Committee Report – Lisa Garvey**
  - i. Properties committee did not meet in October, no report. Meets every other month.
  - ii. Bill Brunner will take over as Property Committee Liaison starting with the December 2022 meeting.

iii. Chris VanAntwerp reports that the Foundation Board Trust Agreement states that the Foundation is responsible for all capital repairs. Discussion ensued.

**d. Co-Chair Report – Nancy Ayres**

- i. Discussed property donation.
- ii. Discussed open Foundation Board positions and possible candidates.
- iii. Discussion on Annual Report
- iv. Quarterly meeting with Foundation Board Co-Chairs and Governing Board representatives will take place on 10.18.2022

**V. Goals Committee Reports**

a. **Bob Chapla reports** that there is one new life time member.

b. **Todd Fettig reports:**

- i. There will be a December 2022 Newsletter
- ii. Planning a write up of Mary Lou
- iii. Planning a write up of a past \$1 mil donor

c. **Bill Brunner** has no new updates.

**Old Business**

a. **Bell Tower Update – Bill Brunner**

- i. OAK under contract
- ii. Stairs to access bell tower to be built the week of 12.12.2022
- iii. Will have an Architect and Engineer on site to inspect the tower
- iv. There is a tarp of the top of the tower and netting
- v. Engineer to provide assessment and report which goes to folks doing the masonry work. Masonry work is likely where the big dollars are to be spent.
- vi. Fund Raising – Win Irwin and Tim Chester heading up fund raising. Discussion on fact that the bell tower is also the Kent County World War I memorial. Based on status as World War I Memorial, will seek outside funding.
- vii. Question as to how the tower was originally funded
- viii. Discussion on First Baptist Kalamazoo who contributed their building to a non profit and then renovated as a community resource.

b. **Annual Event Critique**

- i. 80 people RSVP'd – 65 attended
- ii. People visited, ate, and drank and appeared happy to be together
- iii. Discussion about structure of Foundation based on conversation with an attendee of the event. Clarified the Foundation is an entity under the Church, not a separate entity. No risk of the Church losing access to the Foundation Funds regardless of what happens to the Church Building.
- iv. Suggested to put a link to the Midwest Capital Slide Show in the Newsletter. TJ / Nancy to discuss with Mark to get his okay.
- v. Suggestion that in the future, Mark list two line items, one for returns and one for distributions.

c. **September 24, 2022 Half Day Session Critique**

- i. Nancy will go over open items at each Foundation Board Meeting until the items are all done.
  1. Script distributed

2. Call night scheduled
3. Chris has contact list from event
4. Invite past board members to call nights
5. Send thank you cards to surviving family members of estate donors
6. LLS Sunday from pulpit
7. Ask staff how to capture notes from phone calls and track for future use
8. Consider having a Sunday table in the social hall
9. Other goals TBD
10. Highlight past donors in newsletter

ii. Discussion about onboarding new members with an orientation.

**VII. Names added to the Plaque of Lifetime and Estate Members:**

- a. Carolynne & Randy Allaben
- b. Robert & Wendy Dean
- c. Karen Dunnam
- d. Thomas & Anne Logan
- e. Edgar & Wendy Marty
- f. Kirsten Lundeen
- g. Gary & Maggie Rowe
- h. Chris & Jill VanAntwerp
- i. Adrian & Linda Wynbeek
- j. George & Gretchen Zuiderveen
- k. Marty & Paul Arnold
- l. Sharon Cromartie
- m. William & Karen Brunner
- n. Matthew Huizing
- o. Nessa McCassey
- p. Brad Miller
- q. Gladys Meyers
- r. Jerome Nickels & Roberta Byrens
- s. Ken & TJ Norris
- t. Emily Peterson Wadhwa
- u. Carol Townsend
- v. Jon H. Spaulding
- w. Chip Wall
- x. Renee Therriault

**VIII. Next meeting to be held November 21, 2022 in the social hall.**

**Meeting Adjourned at 5:40 PM**

**Approved by Foundation Board 11-21-22**



**Bill Brunner - Board Secretary**