

**Columbia Community Foundation**  
**Minutes: Board of Directors Meeting 11/12/2013**

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Call to Order: 6:38 PM by John Brocklehurst, presiding

Members:

Frank Berg	Absent	Wayne Brassell	Present(l)
John Brocklehurst	Present	Jack Callaghan	Present
Pamala Coleman	Present(l)	Don Hagen	Present
Patty Rolko	Present	Dennis Ross	Present
Rita Ross	Present	Doug Spielberg	Present

- 1) Review minutes from October meeting
  - a) Motion by Don to approve the minutes, seconded by Dennis
  - b) Vote: 0 Yes, 0 No, 0 Abstain, Motion carries
  
- 2) Secretary's report – Jack Callaghan
  - a) Funding requests received
    - (1) Festival of trees
    - (2) Wreaths Across America
    - (3) Second Harvest
  - b) Discussion of 'grant' versus 'donation' and how to handle procedurally
  
- 3) Media Committee Report – Jack Callaghan
  - a) Releases published since last meeting
    - (1) Front page story about Gala/ Clock Wall
  - b) Discussion of mass email for press releases, consensus was it would be best to use a service like Constant Contact
  
- 4) Scholarship Committee Report – Pamala Coleman
  - a) Possible candidates for scholarship committee

\*\* John passes the gavel to Wayne who is now presiding

Valentine Dance update

\$28/plate cash bar/no hall fee

- 5) Treasurer's report – Doug
  - a) Motions:
    - (1) Pay \$9141.11 to Taste of Excellence
      - (a) Motion by Wayne, Second by Dennis
        - (i) 8 Yes, 0 No – motion passes
    - (2) \$1000 to Second Harvest in December, \$1000 to Columbia Food Bank in December, \$1000 to Columbia Food Bank in June
      - (a) Motion by Wayne, Second by Pam

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- (i) 9 Yes, 0 No – motion passes
  - (3) Pam to contact food banks
  
- 6) Grants Committee Report – Dennis Ross
  - (1) Motion by Dennis to approve \$350 December & \$350/May for Key Club Senior Breakfast
    - (a) Second by Jack
      - (i) 9 Yes, 0 No – motion passes
  - (2) Grant Request received from Discover Aviation Group – tabled
  - (3) Grant Request received from PTA for ‘external educational opportunities’
    - (a) Motion by Dennis for \$1000
    - (b) Second by Pam
      - (i) 8 Yes, 1 No – motion passes
  - (4) \$250 Leesburg memorial donation to Friends of Columbia Library
    - (a) Motion by Dennis
    - (b) Second by Doug
      - (i) 7 Yes, 1 No, 1 Abstain – motion passes
  - (5) Door committee for Town Hall – tabled
  - (6) Clearview Church – Fifth Quarter Program – discussion
    - (a) Doug will investigate prior to next meeting
  
- 7) Gala Committee Report
  - a) Honorary Chair videos - good
  - b) Committee did excellent job
  - c) Event has outgrown venue
  - d) Wayne relinquishes Gala Committee Chair
  - e) Without objection Debbie Brassell appointed Gala Committee Chair
  - f) Meeting w/ Columbia Ballroom
    - i) Ballroom can accommodate Gala for years to come
    - ii) May be additional costs to host there
      - (1) Valet parking
      - (2) Canopy
  - g) Marketing improvements
  - h) Discussion of commissioning more artwork by David Wenzel
  
- 8) Miscellaneous items
  - a) Festival of Trees
    - i) Motion by Jack to buy the character ‘gifts’
      - (1) 8 Yes, 0 No – Motion passes
  - b) Discussion of Guidestar ratings

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- c) Discussion of organizational meeting policy
  - d) Discussion of possible new board candidate
- 9) Motion to Adjourn by Dennis, Second by Doug
- i) Vote: Unanimous / Motion carries
  - ii) MEETING ADJOURNED