

Extension Endowment Fund Board of Trustees Minutes

January 31, 2017 10 am

Zoom: <https://ksu.zoom.us/j/4464504669>

Members Present: Nozella Brown, Nadine Sigle, Jennifer Wilson, Doug Beech, Denise Dias

Unable to attend: Mark Ploger, Daryl Buchholz, John Forshee

Agenda

- 1) Welcome to 2017 Board Members: (past-president, president, president-elect, treasurer, director, 3 other members for three years, 1 retiree
- 2) The group reviewed the two primary responsibilities: a) oversee and encourage contributions and fundraising b) award grants and scholarships.
- 3) The treasurer reviewed the Endowment Board Financial Report:  
The expendable balance for the Endowment Scholarship & Grant Fund as of November 30, 2016 is \$22,563.55  
The expendable balance for the Jim Lindquist Endowment Fund as of November 30, 2016 is \$1209.04
- 4) The group reviewed the Endowment web page <http://www.ksre.k-state.edu/esp-alpharho/endowment/>
- 5) After discussion, the group decided to offer two dates this year to submit applications based on types of requests. The final decision was to move the first date to May 1 for the Jim Lindquist Administrative Leadership Scholarship and Endowment Fund Professional Development Grants. Discussion of board tasks for 2017  
August 15 would be the deadline for the Program Innovation grant applications.
- 6) Following additional discussion members volunteered for the following tasks:  
Ask membership to apply for grants and provide due dates through listserv – Nadine  
Send newsletter editor Sandra Wick info on grants and due date ASAP – Nozella  
Send newsletter editor Sandra Wick info on making payroll deductions to endowment fund – Jennifer  
Send “thank you” notes to those who contribute this year – Nozella  
Get a list of the 2016 donors – Jennifer  
Check on number of brochures still available and consider updating – Doug  
  
Send a doodle to determine next meeting dates for May and August – Nozella

Adjourn

Publicize and review Jim Lindquist Scholarship - due June 1

Publicize and review Endowment Grants - due August 15

Do these dates align with national meetings?

Consider targeted fund-raising campaign again?

Send thank you notes to those who contribute during the year?

6) Set next meeting date