**IMPACT 100 RC Leadership Team Minutes**

 April 14, 2020

This meeting was conducted via Zoom due to the order to Shelter in Place

Note: Agenda items for May LT meeting are listed at the end of the minutes.

**Members present**

Suzy Marzalek, Co-Presidents; Sharon Beckman, VP, Nominating; Laurie White, Secretary; Jenny Downing, Treasurer; Jennifer Girvin & Maria Nersesian, Co-Chairs Events; Thea Hensel, Co-Chair, Education; Karen Fass, Chair, Technology; Vicki Groninga, Co-Chair Impact Grants; Carol Newman & Chris Chang Weeks, Co-Chairs, Community Grants; Carol Lynn Wood, VP, Governance; Kristin Nelson, LT, Community Foundation, Sonoma County; Ann Marie McGee & Mindi Lewis, Co-Chairs Marketing Committee; Cindy Schmidt & Loretta Zweig, Co-chairs Liaison; Bev Curry & Charlene Staples, Co-chairs, Membership Committee.

**Call to Order**  Co-President Jan Gilman

Meeting began at 1 PM

**Treasurer’s Report**  Jenny Downing, Treasurer.

Operations Fund:   Preliminary 1st Quarter Report shows a Balance of $19,462.  This includes an increase of $1,775 from member donations in March and Expenses of $4057

Grant Fund:  Balance of $251,44 includes an increase of $14,000 from member dues in March.  We do not have a report of the Expenses

NextGen Fund:  Balance of $12,619 includes an increase of $500 in March.  We do not have a report of the Expenses.

To ensure that future meetings LT are secure on Zoom, Suzy will set up a password for all members.

**Membership meeting** Jennifer Girvin & Maria Nersesian

The May 21 membership meeting will be cancelled. Jennifer will review the cancellation clause in the contract with Sonoma Day School.

**Liaison Committee**  Loretta Zweig & Cindy Schmidt

Loretta presented an update on past grant winners’ challenges and needs amid the Covid virus pertaining to their program activities.

Action item: Ann Marie, Mindi, Loretta, Valerie and Cindy will write an article for the newsletter about “good stories and needs” of our past grant winners and send an email blast to membership about how members can help grantees.

**Membership** Charlene Staples & Bev Curry

Members who have not renewed: 4 in January, 1 in February, March renewal total unknown as of this date. One new Next Gen member in March.

Renewal reminder letters have been revised and will be posted in the April LT folder on Google Drive.

**Community Grants** Carol Newman & Chris Chang Weeks

Checks will be issued to the Community grant winners. The schedule of issuing checks will be coordinated with the Community Foundation.

**Marketing: Next Steps** Anne Marie & Mindi Lewis

The report *Options for Alternative Revenue* was postponed until the June meeting.

**Task Force: Next Steps** Vicki Groninga

Before Vicki began her presentation, she was acknowledged for the tireless work she and her committee did.

 Currently the Policy document lists 5 sectors that we will consider for funding. These will now be called focus areas and are as follows: Arts/Culture, Health/Community Betterment, Education, and Environment/Parks/Sustainability/Recreation.  (Definitions are available in the presentation slides posted on the Impact 100 RC website.)

Procedural Changes (A Procedural document will be created and posted on the website along with the Policies and Practices.)

∙      Community and Impact Grants should be awarded based on the **project** and its impact in the community, not on the organization. For both types of grants, we will consider all organizations regardless of size and geography (other than retaining the current exclusion of Sonoma Valley).

∙       Use of focus areas

* For both types of grants, organizations will select the appropriate focus area based on their project/proposal.
* For the Impact Grant, this designation will be purely informational, not used as a selection criterion.
* For the Community Grants, this designation will be used to set guidelines for proportional focus area representation on the final ballot.  When appropriate, the Community Grant Committee will use its discretion in adjusting the proportionality to ensure that the best projects are presented in the final voting. (The ballot for the 2020 Community Grants is a trail run of this process.)

∙

Distribution of Funds –

o   As a baseline scenario, when $170,000 is available, the monies will be distributed as follows:

▪   $100,000 for the Impact Grant

▪   $20,000 ($10,000 each) for merit grants to the two non-winning Impact Grant finalists

▪   $50,000 for Community Grants

o   When monies over $170,000 are available, the Task Force recommended the following scenarios.  Information on the rationale for these is available in the slide presentation posted on the website[1] .

▪   When amounts between $170,000 - $220,000 are available, the monies over the $170,000 would be added to Community Grants. These funds would be distributed in either $10,000 or $20,000 grants.

▪   When amounts between $220,000 - $270,000 are available, all monies in excess of the baseline scenario would go towards a second Impact Grant.  The monies available for Impact Grants will be divided evenly into two smaller Impact Grants. For example, with $230,000, there would be $50,000 for Community Grants, $20,000 for merit grants, and $160,000 available for Impact Grants. In this case, two $80,000 Grants would be awarded.

▪   At $270,000, two $100,000 grants would be awarded, along with the Community Grants and merit grants. (A presentation slide on the Recommended Distribution of Funds, charting total available funds between $205,000 - $300,000 is posted on the Impact 100 RC website.)

Monies remaining after this distribution to the Impact and Community Grants that are not divisible by $10,000 can be carried over to the next grant cycle.

Plan: Vicki will write a letter asking members to ratify these changes. The letter will be sent to the Community Foundation to review before sending it to the membership for ratification in April.

**Agenda items for the May Leadership Team meeting**

* How and when the Community Grants winners will be acknowledged by the total membership.
* Future membership meetings: schedule, format.
* The possibility of holding a membership meeting on Zoom.

Respectfully submitted,

Laurie White, Secretary