

MINUTES
EXECUTIVE BOARD MEETING
DECEMBER 19, 2017
John Wood Community College – Quincy
Southeastern Community College – West Burlington

Executive Board Attendance

Quincy

Isaiah Aden
Rick Atwood
Brent Babyak
Robert Dickson
Will Duryea
Greg Ellingson
Greg Feldberg
Joe Henning
Keith Klusmeyer
Karen Mayville
Bill Paxton
Misty Scott
Jeff Terry
Marcel Wagner
Curt Wavering

Burlington

Donna Buss
Mark Crooks
Greg Humphrey
Gina Lanning
John McKillip
Kevin Mineart
Doug Peters
Dennis Stewart
Ron Teater
Cody Wright

Other Attendance

J. David Gilbert
Rosanna Voss

Todd Lamison

Excused Absence

Terri Dowell
Kent Embree
Sarah Fernandez
Dennis Gorman

Cecil Haskins
Keith Kaufmann
Jon Manley
Ryan Nagrocki

Josh Schier
Jeff Spear
Kent Williams

President Kevin Mineart called the meeting to order at 5:16 p.m. and welcomed everyone to the December Executive Board meeting. A quorum was declared.

Action Items:

- ◆ MOTION (by Dennis Stewart, seconded by Ron Teater) TO APPROVE THE OCTOBER BOARD MINUTES AS SUBMITTED. Motion carried.
- ◆ MOTION (by John McKillip, seconded by Greg Humphrey) TO ACCEPT THE NOVEMBE EXECUTIVE COMMITTEE MINUTES AS SUBMITTED. Motion carried.
- ◆ MOTION (by Ron Teater, seconded by Dennis Stewart) TO ACCEPT THE TREASURER’S REPORT AS PRESENTED. Motion carried.
- ◆ MOTION (by Brent Babyak, seconded by Jeff Terry) TO TABLE FOUR MOTIONS RECOMMENDED BY THE INVESTMENT COMMITTEE:
 1. MOTION THAT WE CHANGE OUR INVESTMENT SPENDING POLICY TO 3% OF A 2-YEAR AVERAGE QUARTERLY INVESTMENT PORTFOLIO IS TRANSFERRED INTO FUND 1 EACH YEAR. THE 2-YEAR PERIOD WILL END AS OF THE 2ND

QUARTER OF THE PREVIOUS YEAR AND CONTAIN 8 TOTAL QUARTERLY REPORTS. FOR EXAMPLE, 2018's INVESTMENT INTEREST WILL BE BASED ON TWO QUARTERS OF 2017, 2016, AND TWO QUARTERS OF 2015.

2. MOTION THAT WE INVEST \$300,000 OF OUR CAPITAL FUND AT A LOCAL INSTITUTION. THE INVESTMENT WILL STAY IN FUND 2.
3. MOTION THAT THE FOLLOWING FUNDS, TOTAL OF \$400,000, BE MOVED INTO A BOARD DESIGNATED FUND 2 FOR PURCHASING AND RENOVATING A NEW QUINCY SERVICE CENTER. INVEST THE \$400,000 INTO A LOCAL FINANCIAL INSTITUTION IN ORDER TO EARN INVESTMENT INCOME. THE CHOICE OF THE FINANCIAL INSTITUTION WILL BE GIVEN TO VP OF ENDOWMENT, TREASURER, AND PRESIDENT.
 - i. \$30,000 FROM FUND 1 ASSETS (NON-RESTRICTED AND NON-DESIGNATED)
 - ii. \$100,000 FROM FUND 2 ASSETS (NON-RESTRICTED AND NON-DESIGNATED)
 - iii. \$200,000 FROM FUND 3 ASSETS (BSAAM – NON-RESTRICTED AND NON-DESIGNATED)
 - iv. \$70,000 FROM BOARD DESIGNATED DEFERRED MAINTENANCE BUILDING FUND.
4. MOTION TO MOVE REMAINING UNRESTRICTED FUNDS IN BSAAM TO A LOCAL FINANCIAL INSTITUTION THAT WILL SUPPORT OUR CAUSE THROUGH INVOLVEMENT IN ADDITIONAL CAPACITY. THE CHOICE OF THE FINANCIAL INSTITUTION WILL BE GIVEN TO VP OF ENDOWMENT, TREASURER, AND PRESIDENT.

Motion carried.

- ◆ MOTION (by Misty Scott, seconded by Dennis Stewart) TO ACCEPT THE 2018 BUDGET AS PRESENTED. Motion carried.
- ◆ MOTION (by Brent Babyak, seconded by John McKillip) TO ACCEPT THE VICE PRESIDENT REPORTS AS WRITTEN. Motion carried.
- ◆ MOTION (by Dennis Stewart, seconded by Doug Peters) TO ACCEPT THE DISTRICT AND ORDER OF THE ARROW REPORTS AS WRITTEN. Motion carried.
- ◆ MOTION (by Greg Humphrey, seconded by Dennis Stewart) TO APPROVED A 1% HOLIDAY BONUS IN THE AMOUNT OF \$4,921.31 TO INCLUDE PART-TIME EMPLOYEE JACK GUNSTEN. Motion carried.

Report Items:

- ◆ 2018 FOS Pledge (Kevin Mineart): Kevin reported staff are 100% pledged for 2018. Goal is to have the board turn in pledge cards tonight. J. David Gilbert will follow up with captains in the next couple of days. Kick-off is January 7th at Atlas Steak & Smokehouse in Fort Madison. Kevin explained the Executive Board FOS Incentive program. Any board member who pledges at least \$300 will receive an engraved tomahawk.
- ◆ Treasurer's Report (John McKillip):
 1. Income Statement – We had a net surplus of \$40,750 for the month compared to budgeted loss of \$1,000. The timing of popcorn payments coming due for \$31,500 increased revenue. Foundations & Trusts are under budget until the website grant is reclassified when the web development is finished. Some of that will be reclassified before year-end. Other Direct Support is about \$5,000 over budget. Salaries & Benefits continue to be below budget. Program and other supplies are about \$20,000 under budget. Again, about the same that camp revenues were under budget. Occupancy is below budget. This is due to deferring

- maintenance until there is a better handle on popcorn and deferring propane purchases. We are about \$52,000 over year-end budget.
2. Balance Sheet – Operating cash and total cash down from last year. A large piece of the popcorn bills has already been paid as the supplier offered a discount for early payment. Deferred activity expense (asset) and deferred activity revenue (liability) have gone back to normal levels after Jamboree is closed out.
 3. Other – John received new information from Todd and staff to try to project Fund 1 balance at the end of December. Right now, going into December, roughly \$64,000. Some expenses held back. Those expenses will go through. Ending the year somewhere in the \$54,000 range compared to budget of \$13,000.
- ◆ Investment Actions (Greg Feldberg/Todd Lamison): Greg Feldberg, John McKillip and Todd Lamison met to look at the way we are investing our funds. Rather than have these unrestricted funds in cash or bonds (low-yield return), we should look at it. They decided to go talk to the banks to see why they were investing the way they are. US Bank is doing so because we told them to do it; BSAAM has their own formula. Past leadership wanted US Bank to invest in bonds. Also looked at Fund 2, over \$700,000 set aside for projects. Easily \$300,000 for at least five years. All our banks are local; nice thing is they all support local non-profits. We would receive a better return if we move funds into local banks. Based off all that, the Investment Committee recommends four motions below.
1. Motion that we change our investment spending policy to 3% of a 2-year average quarterly investment portfolio is transferred into Fund 1 each year. The 2-year period will end as of the 2nd Quarter of the previous year and contain 8 total quarterly reports. For example, 2018's investment interest will be based on two quarters of 2017, 2016, and two quarters of 2015.
 - i. Changing to a 2-year average, then taking 3%, which is more than we've taken in the past.
 2. Motion that we invest \$300,000 of our Capital Fund at a local institution. The investment will stay in Fund 2.
 - i. Move out of BSAAM in the hopes the local institution will support us.
 3. Motion that the following funds, total of \$400,000, be moved into a board designated Fund 2 for purchasing and renovating a new Quincy Service Center. Invest the \$400,000 into a local financial institution in order to earn investment income. The choice of the financial institution will be given to VP of Endowment, Treasurer, and President.
 - i. \$30,000 from Fund 1 assets (non-restricted and non-designated)
 - ii. \$100,000 from Fund 2 assets (non-restricted and non-designated)
 - iii. \$200,000 from Fund 3 assets (BSAAM – non-restricted and non-designated)
 - iv. \$70,000 from board designated deferred maintenance building fund.
 - The hope is when we get to purchasing new service center, get a loan with a much lower percentage rate. There is no guarantee of when we will get the new building.
 4. Motion to move remaining unrestricted funds in BSAAM to a local financial institution that will support our cause through involvement in additional capacity. The choice of the financial institution will be given to VP of Endowment, Treasurer, and President.
- ◆ 2018 Budget Acceptance (Misty Scott/John McKillip): The Budget Committee (Misty Scott chair, Doug Peters, John McKillip, Todd Lamison, and Ryan Barnes) met at Camp Eastman in October. Most of the event chairmen came in for presentations. Ryan gathered information and entered adjustments. When we left, the 2018 budget showed a \$45,000 profit. It was presented to the Executive Committee. After adding a few items were added, such as moving expenses, budgeted surplus is expected to be \$45,491. A lot of effort was put in to the budget. Todd added that the \$45,000 is less conservative than the facts. It is still very viable and realistic; we pushed for a little bit more. Compared to last year, it is a comparable budget. Operationally, it is very similar.

- ◆ Vice President Reports and Discussion (Kevin Mineart): Kevin reported the new website is scheduled to roll out in January. He asked everyone to exercise it so we can figure it out. (<http://mississippivalleyboyscouts.flywheelsites.com/>) Bill Daniels has agreed to accept the Adams County Distinguished Citizen Award. The Broadway Street building offer was turned down by the owners. That possibility is off the table and we are still looking for other viable options. Two other properties are under review. The realtor is still working on trying to hook us up with a viable venue.
 - 1.
- ◆ Additional Reports and Discussion (Dennis Stewart):
 1. Eagle Valley District is currently sitting at 93% of their overall FOS goal of \$109,000. Eagle Valley is currently down on membership at the end of November. Comparing the end of November 2016 to the end of November 2017, Eagle Valley is down 99 Cub Scouts, 17 Boy Scouts, 1 Venturer, and 2 Explorers. We are looking at new opportunities for Explorer Posts and Clubs in 2018. Eagle valley held our third multi-location Roundtable in November. This was the second time that we utilized Zoom to videoconference the four sites together. This Roundtable was when Recharterers were due. At the beginning of Roundtable, we held our instructions and announcements and the broke out into each site's recharter reviews. It worked remarkably well and everyone was able to get the same information; we remained connected should anyone have any questions for the larger group. The locations consisted of John Wood Community College (JWCC) in Quincy and Pittsfield, Carl Sandburg in Carthage, and Southeastern Community College (SCC) in Keokuk. While attendance was steady, we anticipate it to continue to grow as we have increased the opportunity throughout our service area. Our next Roundtable will be February 8, 2018 at the same locations.
 2. Shoquoquon District is currently sitting at Gold level for JTE with 10.06 hours community service per Scout. Shoquoquon worked very hard on membership, reaching out to schools multiple times for recruitment and hosting a special recruitment night at Fun City. However, Cub Scout numbers are still below where we want to be. Many units have expressed that they are having a rough year, particularly with getting new parents to assist as leaders. Training was held at the October and November Roundtables. Planning is underway for the Council Training Day in February. The 2018 District Committee will be confirmed on January 13. There will be a training session for the District Committee in the afternoon, followed by the approval of the nominating slate and then the District Dinner that evening.
 3. The Black Hawk Lodge of the Order of the Arrow Winter Banquet was a huge success. The event featured a World Scouting theme and had a video speech from International staff member, Daniel Skriker. Over 80 people were in attendance for the event that is our annual celebration of the year's events. This event is also used as a kick-off to the year to come. It was a night full of recognition and fellowship. Representatives from the Salvation Army and Be the Match were in attendance for presentations about our recent raising of \$2,300 for each organization. Isaiah Aden and Bruch Moechnig were presented with the Founders Award which is given to Arrowmen who are the living representation of the founding principles of the Order of the Arrow. We look forward to all the exciting things to come in 2018, the 15th anniversary year of Black Hawk Lodge.
- ◆ Council Commissioner's Remarks (Dennis Stewart): Dennis reported community service hours are fantastic which doubled over last year. We are on target to be a Gold Council for 2017. Advancement is still very good for this year. For units retained from the prior year, we are down just slightly. Our retention is at 91.55% and is Silver. Our Unit Contacts still remain high from last year. We are at 52.21% and we are Gold.
- ◆ Scout Executive's Remarks (Todd Lamison): Todd apologized for the technical difficulties we had at JWCC. He stated we need to regroup and find out what is going on there to prohibit that from happening again. He was in Burlington today to attend the District Award of Merit meeting for Shoquoquon District. He announced that Keely Kangas, from Winnebago Council, will start January

1st to fill Shoquoquon. David and Beth Lane had their first daughter on November 27th. David will return to work on December 28th. All is going well with the new family. Brent Babyak was presented with a Veteran Award for his 40 years of commitment to Scouting.

- ◆ Council President's Remarks (Kevin Mineart): Kevin congratulated Brent on 40 years. Kevin also stated there was a letter included in the packet from the Burlington/West Burlington United Way. It expresses their desire to continue to work with us and was signed by all of the people our Key 3 met with plus the next president. Dueling Pianos event was a fantastic success. J. David did a great job putting the event together. This unbudgeted event came down to making at least a \$5,000 profit with a gross of \$10,500. Kevin is looking forward to it being better next year. Kevin promoted a couple more events, the Council-coordinated meeting and Annual Meeting on February 10th. He asked everyone to please make plans to attend. The Silver Beaver awards will be presented at the annual meeting. Trivia Night in Quincy is another big fundraiser on February 24th. Try to get a team together, or just come and be placed on a team. Kevin wished everyone a Merry Christmas and a Happy New Year.
- ◆ Holiday Bonus (Kevin Mineart): The staff who were in attendance were excused in order that board members could discuss a holiday bonus. The board approved a 1% holiday bonus to include part-time employee Jack Gunsten.

Meeting declared adjourned at 6:05 p.m.

Respectfully submitted,

Todd Lamison
Scout Executive

Attest: _____
Kevin Mineart, Council President

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