

**DULUTH LEGACY ENDOWMENT FUND
PROJECT GROUP MEETING
Tuesday, June 26, 2007 – 12:00 Noon
General Office Building Videoconference Room, Minnesota Power
30 West Superior Street**

MEMBERS PRESENT: Brad Beckman, Abbot Apter, Sandy Carlson, Nancy Norr, Greg Gilbert, Jeff Anderson

EXCUSED ABSENT: Melissa Kadlec, George Goldfarb, Dr. Robert Powless, Brian Graff, Kay Ross

STAFF PRESENT: Keith Hamre and Joyce Ellingsen, City Community Development

OTHERS PRESENT: Becky Byers Strand and Cindy Petkac, Duluth-Superior Area Community Foundation

Because there was not a quorum at the beginning of the meeting, Nancy Norr started by stating that there were some items to add to the agenda, including the resignation of Kay Ross, a recent newspaper article about the Duluth Legacy Endowment Fund, and the fact that the date was missed to have the guidelines and application in the mailing for the Duluth Superior Area Community Foundation Board meeting. Norr also said an agenda item for July will be to discuss possible members to fill the vacant position.

Referring to the newspaper article, Becky Strand said she received an e-mail from Holly Sampson requesting that she get feedback from the Duluth Legacy Endowment Fund before the Duluth Superior Area Community Foundation Board meeting as to what response is needed.

CALL TO ORDER:

Norr called the meeting to order at 12:15, when there was a quorum.

APPROVE MINUTES OF MAY 22, 2007:

Motion by Brad Beckman, seconded by Abbot Apter, to approve the minutes of the Duluth Legacy Endowment Fund Project Group meeting of May 22, 2007. The motion was unanimously approved.

CHAIR'S REPORT:

Resignation of Kay Ross –

Motion by Abbot Apter, seconded by Greg Gilbert, to accept the resignation of Kay Ross. The motion was unanimously approved.

Norr said she will send a letter to Ross thanking her for her service on the DLEF.

Newspaper Article – There was a consensus that the Duluth Legacy Endowment Fund Project Group will not respond directly to the newspaper article. The group will move forward in a positive manner and do a press release announcing the availability of funds, with information on where to get grant applications. It was noted that applicants should contact Cindy Petkac at the Duluth Superior Area Community Foundation before they do their submittals.

Approval of the application and guidelines will be on the July agenda of the Duluth Superior Community Foundation Executive Board.

COMMITTEE REPORTS:

Grants Committee – Copies of the application and guidelines were distributed and reviewed. Because of the delay in getting approval by the Duluth Superior Area Community Foundation Board, the application due date for 2007 will be September 1. It will be August 1 in 2008 and subsequent years. Publicity will be done in late July.

Motion by Jeff Anderson, seconded by Brad Beckman, to accept the guidelines and application. The motion was unanimously approved.

CONTRIBUTIONS REPORT:

Becky Byers Strand distributed the monthly contributions report. She noted that there is a balance today of \$51,770.

Marketing Committee – Nancy Norr distributed copies of the new logo. Sandy Carlson said Melissa Kadlec is working on the brochure.

Motion by Jeff Anderson, seconded by Sandy Carlson, to approve the logo and tagline. The motion was unanimously approved.

Carlson stressed the importance of having a web site. She has contacted someone who would do the web site free. There will be a link from the Duluth Superior Area Community Foundation site. There was discussion about what should be included on the web site, including a PDF of the brochure, pictures and basic information. Carlson will work on this.

There was discussion about a press release. Strand said the Duluth Superior Area Community Foundation will send out the release, including circulation to media outlets, as part their service. Jeff Papas will be contacted to do a City press release. There was discussion of other mailing lists to use.

ADJOURNMENT:

The next meeting will be July 24. In Nancy Norr's absence, Jeff Anderson will chair.

Motion by Brad Beckman, seconded by Sandy Carlson, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 1:15 p.m.