



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802



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Duluth Legacy Endowment Fund Advisory Board

Regular Meeting of February 16, 2022 – 4:00 PM

Via WebEx

Meeting Summary

1) Call to Order, Roll Call, and Welcome!

- Board Members present: Malcolm Davy, Kyle Dickinson, Leah Berg, Courtney Benson, Nate Lotts, Katherine Mueller, Nolan Haglund, Nick Fadziewicz, Dan Kight
- Board Members not present: all present
- City staff present: Suzanne Kelley

2) Review and Approve the October 20, 2021 minutes

- Leah Berg made the motion to approve the October 20, 2021 minutes; Katherine Mueller seconded the motion and the motion passed.

3) Updates on previous grant applications

- Board members had received the completed grant reports for 2019 and 2020; members expression appreciation for the pictures. The 2021 grant report was also reviewed, those grants are currently in progress.

4.) 2022 Work Plan

- The calendar and grant process was discussed. It takes approximately three months from when an application and approved to the agency receiving the funds due to the processing requirements.
- Members stated they would like a chance to ask questions to the applicants.
- City Staff will be meeting with the Duluth Superior Community Foundation to clarify the process and will provide this information to the Board.

4) Subcommittee Recap

- Outreach Focus subcommittee-
 - (a) Malcolm suggested everyone ask someone they knew to apply to be on the Board. Malcolm stressed the importance of increasing diversity on the Board and also connecting with people who have been under representative with decision making.
 - (b) Malcolm also asked about his email to the administration to increase membership from 11 to 18 members. City Staff stated the email was sent to the administration and it is being considered.
 - (c) The Board asked City Staff to send a roster showing who is one each Subcommittee.
- Fund Raising subcommittee –
 - (a) The Board would like to have a funding raising goal. It was discussed to have a strategy session to develop a plan for funding raising.

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- (b) The Board would like to have someone from the Duluth Superior Community Foundation attend a meeting to discuss the budget.
- Marketing subcommittee-
 - (a) Kyle is working with the Duluth Superior Community Foundation to increase the social media presence, but there are restrictions.
 - (b) Leah will set up a google drive for the collaboration space.

5) Adjourn