

**DULUTH LEGACY ENDOWMENT FUND ADVISORY BOARD MEETING**  
**Thursday, May 22 – 12:00 Noon – 1:30 p.m.**  
**Duluth News Tribune - Administration Conference Room**  
**424 West First Street**

**MEMBERS PRESENT:** Abbot Apter, Greg Gilbert, George Goldfarb, Brian Graff, Rob Karwath, Dan Markham, Per Wickstrom (Development Committee member); Nancy Norr joined by speaker phone

**ABSENT:** Jeff Anderson, Melissa Kadlec, Dr. Robert Powless

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

**OTHERS PRESENT:** Becky Byers Strand, Duluth-Superior Area Community Foundation

**CALL TO ORDER:**

The meeting was called to order at 12:10 by George Goldfarb.

**APPROVE MINUTES OF FEBRUARY 26 AND NOTES OF MARCH 25 AND APRIL 29, 2008:**

**Motion by Brian Graff, seconded by George Goldfarb, to approve the minutes of February 26 and notes of March 25 and April 29, 2008. The motion was unanimously approved.**

**CONTRIBUTIONS REPORT:**

B. Strand distributed and reviewed the contributions report. She said that, unofficially, the fund balance as of today is \$56,235. Strand noted that the third page of the report relates to the funding campaign, which has contributions of \$3,930.86 toward the \$250,000 goal.

**CHAIR'S REPORT:**

N. Norr said Brad Beckman has resigned from the board, so there is a seat available. She asked board members to be thinking about people who may fill that seat and it will be discussed at the June meeting.

**COMMITTEE REPORTS**

**Development Committee** – D. Markham said N. Norr had a good discussion with Tom Renier of the Northland Foundation, which makes grants of about \$5-10,000 for specific start-up campaigns such as this. Markham has had discussions with two other individuals regarding contributions. There was a discussion about challenge grants and possibly making the Northland grant a challenge grant. Strand mentioned the need to continue to grow the endowment fund, and most foundations will not give to endowment. Norr said the Duluth Legacy Endowment Fund needs to have as much flexibility as possible when making grants. She noted that DVD sales go directly into the operating fund; there is currently \$12,000 in the operating fund. R. Karwath said N. Norr and D. Markham should follow up with their contacts.

There was discussion about a letter to send to possible donors. D. Markham has started drafting a letter and will work with B. Strand and R. Karwath to finalize it; hopefully by June 15 or 20. B. Strand said the Duluth Superior Area Community Foundation will help get a mailing list ready, but must get someone else to do mailing. B. Graff said he has volunteers at his office who could help with a mailing.

D. Markham mentioned that B. Strand suggested sending a letter to current donors. He noted the need to develop good strong list of names for the mailing. There was discussion about asking Don Ness and Charlie Bell, as well as city councilors, to send fund raising letters to people on their campaign lists. A. Apter will talk to Don Ness and ask Ness to approach Bell about co-signing a letter. Greg Gilbert indicated he would send letters to some of his campaign supporters.

Per Wickstrom will select a list of doctors he feels would be good to appeal to. N. Norr said she has list she will send to also. G. Gilbert noted that City retirees are working on organizing a group and he could get their records for the mailing. Hamre said when the City has its united campaign later this fall, campaign chairpersons would welcome some kind of presentation. He also noted that something could be distributed with payroll checks.

There was discussion about approaching class reunion committees to include information in their mailings and possibly offering to give the class a percentage of amounts contributed. There was consensus that it was too late for class reunion mailings for this year. An effort will be made to obtain CDs with class lists from the high schools or their web sites.

N. Norr met this morning with Karen Finseth, incoming president of Arrowhead Estate Planners work group. Their board will meet in June to plan for the next year, starting in September. Norr will get some time on their agenda to make a presentation. B. Strand suggested working with Holly Sampson on a presentation for the Duluth Superior Area Community Foundation, since Sampson is a member of this group. N. Norr will report back with details.

**Marketing Committee** – Norr said she is anxious to have a way to make online contributions available. B. Strand is going to do a little more research and, hopefully, that will be in place by June 15. That information will be included in the letters also. It was suggested that reprints of the newspaper article be available for use in fund raising. G. Goldfarb said the web site should be done by the end of next week.

**Grants Committee** – No activity at this time.

**NEXT MEETING:**

The next meeting will be Tuesday, June 24, at Maurice's.

**ADJOURNMENT:**

The meeting was adjourned at 1:00 p.m.