

## MEETING MINUTES

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MEETING START TIME: 7:30 a.m.  
MEETING END TIME: 8:30 a.m.

**PRESENT:** Martha Tymeson, Fran Formanek, Amy Hendrickson, Steve Carlyon, Kerstin Boudreau, Dr. Carl Miller, Chris Jones, Kari Kensinger, Mike Swinghamer, Mary Powell

The meeting was called to order at 7:30AM.

A moment of silence was held for the victims and families of the high school shooting in Florida.

President Formanek welcomed the audience and updated them on the progress of our project to date.

**Motion** by Chris, seconded by Steve to approve the minutes of the January 18<sup>th</sup> meeting. Passed unanimously.

### EQUIPMENT COMMITTEE

- Continue to look at the equipment in terms of cost and budget numbers. Katie & Martha are reviewing the list to see what could be eliminated or replaced with something else.
- Steve mentioned that we should look at the municipality approved vendor lists to see if we can get greater discounts.
- The signature musical piece has not been finalized. There is \$100,000 allocated to this piece. The electronic piece that everyone liked would cost much more than budgeted, so the committee is still looking at options.

### GRANT WRITING COMMITTEE

- The Bremer grant has passed the review stage. We still need to submit some financial info. Final decision will come in May.
- The committee has learned that other grants are program based, so they changed direction and have started a Community Focus Group to determine how the park would be used for programming purposes.
- The focus group will remain as part of the Grant Writing committee. It will not become a new sub-committee.

### FUNDRAISING COMMITTEE

- Fowler & Hammer was given information and is still looking at what they can do.
- Committee is looking at other sub-contractors to see what they can do in regards to plumbing & electrical.
- Multiple presentations are scheduled including Trust Point, several banks, Winona Heating & Ventilation.
- Also continuing to work on clubs
- It was suggested that we approach the La Crosse Area Builders Association, as they like to do community service projects.
- Landscaping plants might be covered, along with volunteers to plant them.

### MARKETING COMMITTEE

- Kerstin provided more fact sheets & pledge forms for committee members to hand out to possible donors.
- Also distributed was a Digital Media report (copy attached).
- Currently preparing for National Autism month in April.
- If you know of a child to highlight, or if you have ideas for postings, contact Kerstin.
- There was discussion on printing more case statements. There is a price break if we order 100 or more. There is a continual need to provide these to potential donors.

**Motion** by Carl, seconded by Kari to order 100 Case Statements. Passed unanimously.

- There was discussion about adding a graphic on the web-page to show the progress of our fundraising campaign. **Motion** by Chris, seconded by Amy to add a thermometer (or other graphic) to show the level of donations. Passed unanimously.
- Trane Park project will appear in the March/April issue of L.I.N.K. Magazine.

#### **VOLUNTEER COMMUNITY OUTREACH**

- Steve suggested that we contact WisCorp about using their youth groups to do ground clearing or other hands-on work.
- Rotary groups and others have also asked about volunteering for hands-on work.
- Kerstin is keeping a list of all individuals who volunteer to help with manual labor

#### **GOLF OUTING**

- Adam is working with Henderson Motor Sports to get this going.

#### **LOGGERS GAME**

- Steve met with Dan Kapanke. He is on board and willing to help.
- Amy, Steve, and Adam will meet with Dan Kapanke to discuss options.

#### **GALA EVENT**

- Ground-breaking event with tent on the park site?
- Smaller venue presentation with hors d'oeuvres / cocktails?
- Happy hour with business people? Rotary After Hours?
- Carl will research scheduling and holding a business type gala and will report back next month.

#### **PROCEDURE TO ADD NEW COMMITTEE MEMBERS**

- Steering committee has enough members.
- There is value in adding sub-committee members.

**Motion** by Amy, seconded by Chris to enact the following policy: Bring names of potential new sub-committee members to the Steering Committee. The Steering Committee can then assign new members to various sub-committees based on their talents and abilities. Motion passed unanimously.

#### **FINANCIAL REPORT**

- City/County funding is at \$1.3million
- Donations that came to the City are \$12,925
- The City is working with Morrison & Associates (LAF accountants) to transfer the donated funds from the City to LAF so that donations and tax dollars are kept separate.
- Donations received by LAF total \$134,638.
- Need to determine a way to show pledges. Amy will talk to Adam about having Morrison keep a list of pledges and include the list in the financial reports.
- Per Steve, we are at about \$2 million right now if we account for pledges.
- Need to know where we are at the end of April so we can get started.

Next meeting is March 21<sup>st</sup> @7:30am at City Hall, 5<sup>th</sup> Floor Conference Room.

**Motion** by Chris, seconded by Kerstin to adjourn. Passed unanimously. Meeting adjourned at 8:30 am.