



LANSING CHRISTIAN SCHOOL
FOUNDATION

Lansing Christian School Foundation
Board Meeting Minutes
January 20, 2011

Present:

Joe Brooks, Sue Bustamante, Clyde Carnegie, Bob Chapman, Dave Coker, Jeff Cutler, Darrin Dodge, Sal Durso, Melanie Foster, Troy Jamieson, Charley Janssen, Ron Khoury, Chad Myers, Tom Robinson, Mike Winter, Linda Zylstra

Absent:

Forrest Bouyer, Cathy Bytwerk, Theresa Cloutier, Mark Kring, Steve Owen, Rochelle Ridgell, Ken Granger, Joel Zylstra

Staff Present:

Pam Campbell, Superintendent, Mary Dunsmore, Director of Business and Finance
Carol Feuss, Director of Development

Guests Present:

Melanie Bergeron, Noel Bergeron (Hidden Treasures Thrift Store)

Meeting called to order at 8:03 am.

Charley Janssen opened with prayer

Review of Board Minutes – Bob Chapman

September 23, 2010 Minutes approved – Unanimous support with spelling correction

Hidden Treasures Update – Melanie Bergeron / Tom Robinson

A report on sales trends and customers was provided and reviewed. Both sales and customer count are up. While the location does not have retail neighbors to help draw traffic it is now an established known location. Primary difference with the most successful thrift stores is paid labor verses volunteer labor. Our Savior Lutheran would like to partner in the store and that offer is under consideration as a way to obtain more volunteers. The building is being purchased to eliminate property tax cost. Financing has been approved by PNC Bank, but required equity, or secondary financing, is still being raised. It is anticipated the tax savings and debt service reduction will free up \$50,000 per year in cash.

School Update & 60th Anniversary – Pam Campbell

A copy of the school annual report, which was prepared for the first time in 2010 and widely distributed to LCS constituencies, was provided and reviewed. Current administrative planning projects include technology and facilities/maintenance. The 60th anniversary celebration is being headed up by Laurie Iversen and will try to capitalize on existing events beginning with homecoming in February. There will be a fundraising piece to the celebration.

Financial Report – Mary Dunsmore / Joe Brooks

Balance sheet, revenue/expense, and fundraising goals reports through six months ended December 31, 2010 were reviewed and discussed. The Foundation transferred significant unrestricted funds to the school in January subsequent to the reports. Through six months Foundation expenses were on track with budget. Overall giving is up but has increased in designated including need based scholarships, while decreasing in unrestricted giving that can be used for the “gap” in operating costs. The board discussed how to increase unrestricted giving and avoid focusing too many events on designated giving without discouraging givers who are motivated by specific needs. The executive committee will take up that subject and the coordination of all gift asking at LCS.

Strategic Plan – Carol Feuss

A progress update on the strategic plan for 2010-11 and remaining items for January through June was provided. Discussion was a continuation of discussion generated by the fundraising goals financial report. The next major event is the Black & Gold Celebration on Friday March 18th. Contributions, sponsorships, and auction items need to be solicited from organizations. An auctioneer will be used for the live auction this year. There will also be opportunities presented to be a student sponsor. Board members were encouraged to help get new families or new potential donors to the event either by invitation or providing seats at their table.

Administrative Action – Charley Janssen

Charley Janssen and Chad Myers are working on drafts for an updated investment policy which will come to the board through the finance committee.

Foundation board member elections will occur at the May board meeting.

Meeting adjourned at 9:25 a.m.

Respectfully submitted
Bob Chapman, Secretary

Approved 5/26/11