



Seward Community Foundation

An Affiliate of The Alaska Community Foundation

Board of Advisors Agenda
Breeze Inn Motel
Wednesday, January 16, 2019 - 6:00 PM

Kim Reiersen	President	
Patricia Linville	Vice President	
Phyllis Shoemaker	Secretary	
Melody Hatch	Treasurer	
Carole Tallman	Advisor	
Karen Sefton	Advisor	
Cindy Clock	Advisor	
Rodger Painter	Advisor	
Emily Wezenberg	Advisor	
David Paperman	Advisor	
Mark Kansteiner	Advisor	
Allison Fong	Program Manager	

- A. Call to Order**
 - B. Approve Agenda**
 - C. Mission Connect – Potential Board Members/New Member Orientation**
 - D. Business Session**
 - a) Approve December 19, 2018 minutes
 - b) Donations/Treasurer’s Report—Melody
 - c) Strategic Plan Review
 - i. Strategic Plan Metric Dashboard
 - ii. Fundraising Status and Donation History Report (written reports)
 - iii. Historic Grant Summary Report (written report)
 - d) Team Reports
 - i. Grant Team Update—Patty
 - a. Mini grants
 - 1. Hopecam, Inc. - Give Hope, Get Connected-Alaska
 - 2. Resurrection Lutheran Church – Community Christmas Tree
 - b. New Grant Cycle – Set schedule
 - ii. Communications – Emily
 - iii. Development Team -
 - iv. Program Manager Report - Allison
- E. Grant \$ Announcement Luncheon - Patty**
- F. Officer and Team Assignments – Kim (See attached slate of candidates)**
- G. 2019 Calendar**
- H. Other Business**
- I. Comments**
- J. Adjourn**

Next Meeting Date: February 13, 2019 @ 6pm, Breeze Inn.



Seward Community Foundation

An Affiliate of The Alaska Community Foundation

**Board of Advisors Draft Minutes
Breeze Inn Motel
Wednesday, December 19, 2018 - 6:00 PM**

Kim Reiersen	President	✓
Patricia Linville	Vice President	✓
Phyllis Shoemaker	Secretary	✓
Melody Hatch	Treasurer	✓
Carole Tallman	Advisor	✓
Karen Sefton	Advisor	✓
Cindy Clock	Advisor	✓
Rodger Painter	Advisor	call
Emily Wezenberg	Advisor	x
Allison Fong	Program Manager	call

Documents sent out prior to meeting: December SCF Board Packet including Agenda, Board Application paperwork for Dave Paperman and Mark Kansteiner, November draft meeting minutes, November Treasurer's Report, SCF Strategic Plan 2018-2027, SCF Metric Dashboard, Fundraising Plan and Current Status, 2018 Mini-Grant Tracking Report, Program Manager's Report December 2018.

A. Call to Order: 6:05 pm

B. Approve agenda: Cindy moved that the agenda be approved. Patty seconded the motion.
PASSED.

C. Mission Connect – Vote for new Advisors: Patty moved Dave Paperman and Mark Kansteiner be approved as new SCF Advisors. Carole seconded the motion. **PASSED.**

D. Business Session

- a) Approve November 21, 2018 minutes: Melody moved that the minutes be approved. Karen seconded the motion. **PASSED**
- b) Donations/Treasurer's report: Melody – See attached report for December 2018. Melody asked ACF for information about anonymous donors so SCF could send Thank You notes and was told it is not available.
- c) Strategic Plan Review
 - i) Strategic Plan Metric Dashboard: Board reviewed Dashboard sent out in December Board Packet.
 - ii) Fundraising Status: Board reviewed Fundraising plan and status send with December Board Packet
- d) Team Reports

- i) Grant team update: Patty
- a. Mini grants were discussed
 1. Seward Artist in the Schools – Bunnell Street Arts: **Rodger moved this grant application be approved for \$1000. Patty seconded the motion. PASSED**
 2. Skip and Marie Fletcher Movie Series – Seward Arts Council: **Cindy moved this grant application be approved for \$1000. Karen seconded the motion. PASSED**
 3. Missoula Children’s Theater Residency – Seward PTSA: **Melody moved this grant application be approved for \$1000. Rodger seconded the motion. PASSED**
 - b. New Grant Cycle – January 16 – February 27, 2019
SCF will hold a luncheon similar to what was done last year. The date is January 23, 2019 at noon at the Breeze Inn. **Patty will ask the Breeze Inn to cater a meal of sandwiches and soup. Carole moved to approve a budget not to exceed \$999.50. Phyllis seconded the motion. PASSED.** There will be a limit of 40 people - one person per non-profit organization. Extras will be put on a waiting list in case there is space. At the luncheon:
 - **Emily will unveil the “branding toolbox” for grant recipients to use**
 - **Allison will facilitate a discussion to organize a forum for topics of interest to non-profit organizations (schedule, topics, format, etc.)**
 - **Carole will announce the grant amount for 2019 (do the guessing game again – grant for winner?)**

Patty noted that many of the grant team members are leaving the board in January. She will not be in town for the grant event.
- ii. Executive Team – Kim
The executive team (and the rest of the board) should continue to work on recruitment of new board members. Advisors should consider which team they want to be part of next year. Melody is willing to train someone to be treasurer. She will be leaving the board next January. Phyllis is willing to continue as secretary. She will also be leaving the board next January. Patty wants to step down as grant team lead but is willing to stay as VP. Kim is willing to stay as president. Kim noted that Carole, Karen and Cindy are scheduled to leave the board in January but are welcome to change their mind and stay for another year. All indicated they will be leaving but will continue to support the work of SCF.
Teams and team leaders, as well as officers will be organized at the January meeting. **Kim will prepare a draft 2019 calendar which will be finalized at the January meeting.**
- iii. Fundraising/Development Team – Cindy
Cindy and Allison met with Carol Jaffa at Jaffa Construction. During that meeting Carol verbally requested the \$100 donation go into the SCG Operating Endowment Fund. Cindy talked with JAG. They are very supportive of the community and will let her know by the end of the week if they will be donating to SCF.
Cindy also talked to Joe Tougas at Catalyst Marine. He had just made a big donation to the Marathon Wrestling Club. There are many organizations in Seward raising money right now in addition to SCF. Cindy will continue to contact businesses as the opportunity arises. The suggestion was made to make a bigger push at the April event for donations to the Operating Endowment.
Allison will post Kim’s letter from the end of year newsletter on our website and Facebook page and post updates as we get close to the end of the year.

Rodger moved to put 2019 Pick Click Give funds into the SCF Operating Endowment.
Patty seconded the motion. PASSED.

iv. Community Outreach team – Emily

The Community Outreach Team will work to complete a “Branding Toolkit” before the January event. It’s not a matter of bragging about SCF but we want the community to know what their donations are funding.

The End of Year newsletter went out by mid-December. The cost is about \$2000.

Invoice will go directly to ACF with cc to Allison and Melody.

v. Program manager’s report – Allison

There is a mini grant request which did not make the deadline for December’s meeting.

It is for improvements to the community Christmas tree on Bear Mountain. The application was not very clear. Kim will contact the applicant and get more information before our January meeting.

Allison will be spending the majority of her time in Anchorage in the future and feels that SCF should begin the process of looking for a new Program Manager. She will be available to work for SCF in January and is willing to train someone in February. ACF will post the job when it is available, but Allison asks everyone to be thinking of people who might be good in this position.

Allison has about 17 hours left in 2018. She plans to use that time to work on making the grant reports available for the board to see.

The board feels that we have been very fortunate to have Allison as our Program Manager and she will be very hard to replace.

E **SCF Christmas Potluck – December 20th – 6 pm, Melody’s House**

BYOB, potluck dish and a white elephant gift if you want to participate. Melody anticipates about 17 people will attend.

F **Other Business**

Kim will follow up with Judy at Zudy’s to see what the results of the Giving Tuesday campaign were.

G **Comments** Kim asked advisors to say if they will be gone during the next few months

Patty: In Cordova next week. Leaves January 12 and returns near the end of February. Son, Bobby, engaged!

Carole: Has enjoyed being on the board. Is available to help.

Phyllis: No plans to go anywhere at this time.

Karen: Has enjoyed being on the board. Needs to take a break from all the boards she is on.

Cindy: Enjoyed being on the board. Will be around to help.

Melody: Will be gone 1/27 – 2/27. Looking forward to the Holiday Party!

Kim: Gone 3/1 – 3/19.

Rodger: Will be back in Moose Pass 12/27. Thank you, Allison, for all you’ve done for SCF.

Allison: Thanks to board. Will be in Anchorage until next week.

H **Adjourn:** 7:45 pm

Next meeting December 16, 2019 at 6 pm at the Breeze Inn Hotel.

SCF Treasurer's Report 12/19/18

Donor Central Online Donations:

11/27/18	Darcie Larson	\$50	Larson Family Fund
12/15/18	Ken Fay	\$500	SCF OEF Keep up the good work!
12/15/18	Jaffa Construction, Inc.	\$1000	SCF OEF
12/17/18	Arne & Melody Hatch	\$300	SCF OEF
12/18/18	Anonymous	\$300	SCF

Checks Received:

12/17/18	Keith & Jackie Campbell	\$100	SCF OEF
----------	-------------------------	-------	---------

Total: \$2,250

Mail:

**2 thank you cards from the Seward Prevention Coalition for SCF's support

**Holiday card from the Seward Senior Center

Seward Community Foundation Strategic Plan 2018-2027

Core Purpose	Community investment through philanthropy		
Core Values	Integrity – Leadership – Compassion – Generosity – Local Engagement		
Operating Principles	Impact community – Enhance quality of life – Create positive change – A sustainable fund to continue to work		
Core Programs	Endowment building – Community development – Grantmaker – Growing community philanthropy		
Vision	Be a community leader engaging the people of Seward and Moose Pass in new levels of community philanthropy, action, and change.		
Long-term Goals by 2027	Short-term Goals by 2021	Champion	
1. SCF is “The place to leave a legacy” as evidenced by growth of our endowment fund to \$5m by 2027 through estate, asset, and unrestricted gifts.	A. Focus on estate and asset gift donors to secure 1-2 legacy gifts per year starting in 2018 (PRIORITY #2)	Development Team	
	B. Engage donors and potential donors (including businesses) in mission opportunities to reach \$3.5 million in unrestricted endowment and \$80,000 in operating endowment by 2021 (PRIORITY #1)	Development Team	
2. Build the Operational Resiliency of SCF through a full, diverse board and growing our operating endowment to \$300,000 by 2027.	A. Write/approve a fund development plan to achieve \$5m endowment, \$300K in operating endowment and increase the donor base by 20% (20 new donors) .	Development Team	
	B. Ensure that Board members have strong ties to purpose and values and bring skills to achieve long and short term goals (board development)	Executive Team	
	C. Ensure SCF has a diversified board and committees that reflect the community we serve and bring skills to achieve long and short term goals (board recruitment)	Executive Team	
3. SCF approaches granting with an “intention to say yes” and becomes a household name as “a valuable community resource making an impact.” Each Seward citizen will know of at least one project that SCF launched/funded and who benefited.	A. Build community awareness of and SCF’s presence as a local community investor and nonprofit leader by 2021	Community Outreach	
	B. Position SCF as a catalyst for meeting community needs by 2021	Community Investment Team	

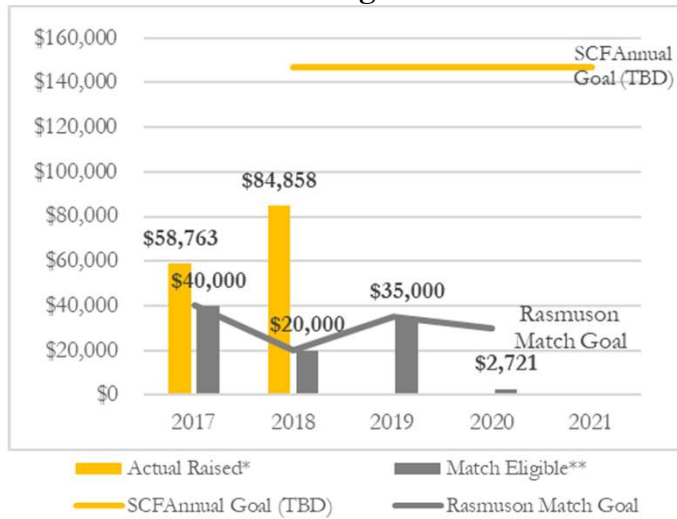
SCF Metric Dashboard

Goals

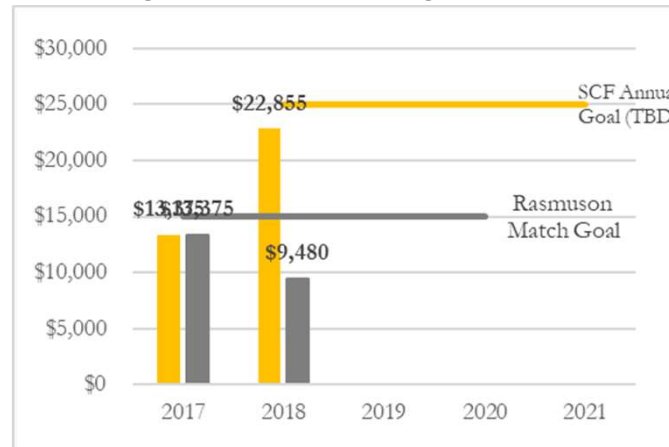
- ❑ Endowed funds are at \$3.5m by 2021 and \$5m by 2027
- ❑ Operating endowment is \$100K by 2021 and \$300K by 2027
- ❑ Increase number of donors by X%.
- ❑ SCF is a valuable community resource making an impact.

2019 Fundraising

Endowed Funds Progress Towards Goal



Operating Endowed Funds Progress Towards Goal



Donors

	2017	2018	2019	Goal
# of Donations	177	150	0	TBD
Unique Donors	N/A	N/A	N/A	TBD

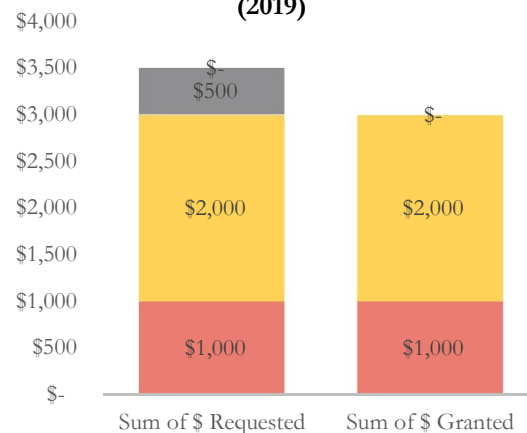
* Includes Rasmuson Match funds, will include PCG when finalized 10/26
 **Includes roll-over amounts into future years

2019 Grants

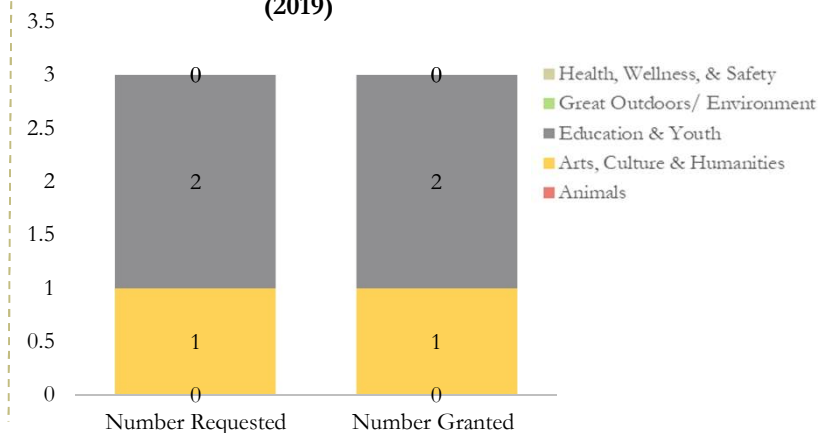
Award Amounts and Balance

	YTD Granted	Annual Available	Balance
Major			
Mini	\$3,000		
Proactive			
Total	\$3,000	\$113,775	\$110,775

Grant Award Amounts by Category (2019)



Number of Grants by Category (2019)



Seward Community Foundation Fundraising Plan and Current Status for Rasmuson Match

updated 1/11/2019

SCF GOALS TO ACHIEVE RASMUSON MATCH

Fundraising Goals: [APPROVED BY SCF ADVISORY BOARD ON 8/22/18] Results:	Endowment	Operating	
2017: Raise \$40,000 for endowed gifts and raise \$15K for operating endowment	\$ 53,563	\$ 13,375	
2018: Raise \$20,000 for endowed gifts and raise \$15K for operating endowment	\$ 57,721	\$ 9,480	<i>note: these are preliminary numbers for 2018</i>
2019: Raise \$35,000 for endowed gifts and raise \$15K for operating endowment			
2020: Raise \$30,000 for endowed gifts and raise \$15K for operating endowment			
Total Raised: \$125,000 for Endowed Gifts and \$60,000 for operating Endowment			
Action Plan:			
1. SCF will work with local businesses utilizing matching challenge from Rasmuson to create employee giving programs and encourage donations from owner/operators.			
2. SCF will increase Pick Click Give donations by advertising during PFD application season.			
3. SCF will increase outreach efforts and invest more in general public relations, announcing the challenge match from Rasmuson and seeking new donors.			

CURRENT SCF FUND SUMMARY

Fund Name	Fund Balance	Current Year					Grand Total	
		2017	2018	2019	2019 Goal ¹	Variance ²	Funds Raised	Target ³
Endowed Funds (Match Eligible)	\$2,911,654	\$53,563	\$57,721	\$37,721	\$35,000	\$2,721	\$97,721	\$125,000
City of Seward Unrestricted Fund	\$7,844	\$200	\$50				\$250	
Dieter Family Endowment Fund for the Prevention of Domestic Violence and Teen Suicide	\$81,574	\$25,000	\$25,998				\$50,998	
Frank Dieckgraeff Memorial Fund for Seward Seniors	\$18,988	\$0					\$0	
Kaanta Community Fund for the Beautification of Seward	\$125,223	\$0					\$0	
Larson Family Fund	\$11,238	\$600	\$550				\$1,150	
Margaret A. Anderson Fund	\$26,991	\$200	\$200				\$400	
Paul and Sharon Ruppel Fund	\$18,887	\$3,004	\$500				\$3,504	
Seward Community Foundation Fund	\$2,609,191	\$24,409	\$16,860				\$41,269	
Seward Wellness Fund	\$11,719	\$151					\$151	
Roll-Over from Previous Year(s)			\$13,563	\$37,721				
Operating Endowment	\$54,578	\$13,375	\$9,480	\$0	\$15,000	(\$15,000)	\$22,855	\$60,000
Seward Community Foundation Operating Endowment Fund	\$54,578	\$13,375	\$9,480		\$15,000		\$22,855	\$60,000
Non-endowed Funds (Not Match Eligible)	\$22,202	\$16,499	\$5,000	\$0	\$0	\$0	\$21,499	\$0
Seward Affiliate Operating Fund	\$12,862	\$7,000	\$5,000				\$12,000	
Seward International Friendship Assoc. Sister City Exchange Fund	\$9,340	\$9,499					\$9,499	
Grand Total	\$2,988,434	\$83,438	\$67,201	\$37,721	\$50,000	(\$12,279)	\$142,076	\$185,000

Note: This amount is included in the Fund Balance for SCF Fund, but not eligible for the match. \$5,200 \$40,700

Note: This amount is included in the Fund Balance of SCF Operating Endowment, but not match eligible. \$13,375

¹ Must meet annual goal for non-operating funds in order to receive matching funds

² Any amount raised above the annual goal will roll-over towards the next year's match

³ The match to SCF's Endowment Fund is a 1:1 match of up to \$100,000 and is only available January 1, 2017- December 31, 2020. A bonus of 1:1 match of \$25,000 is available after the \$100,000 match is raised; the Affiliate Advisory Board may decide how best to utilize the additional \$25,000 match funds.

SCF Donation History Report

Gift Amounts by Fund 2008 - 2018 YTD	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Grand Total
Endowed - Unrestricted	\$101,900	\$101,270	\$1,997,135	\$76,857	\$33,900	\$31,555	\$27,135	\$32,047	\$34,160	\$33,612	\$58,860	\$2,528,432
City of Seward Unrestricted Fund		\$10,050								\$200	\$50	\$10,300
Larson Family Fund		\$6,720	\$80		\$175	\$200	\$150	\$250	\$150	\$600	\$550	\$8,875
Margaret A. Anderson Fund		\$15,000	\$300	\$600	\$325	\$2,905			\$200	\$200	\$200	\$19,730
Paul and Sharon Ruppel Fund		\$6,000	\$1,700	\$1,100	\$1,850	\$500	\$100	\$500	\$1,000	\$3,004	\$500	\$16,254
Seward Community Foundation Fund	\$101,900	\$63,500	\$1,995,055	\$75,157	\$31,550	\$27,950	\$26,885	\$31,297	\$32,810	\$29,609	\$57,560	\$2,473,273
Endowed - Restricted		\$11,800	\$10,500	\$3,000	\$121,734	\$1,500			\$25,819	\$25,151	\$25,998	\$225,502
Dieter Family Endowment Fund									\$25,819	\$25,000	\$25,998	\$76,817
Frank Dieckgraeff Memorial Fund for Seward Seniors		\$11,800	\$500	\$3,000		\$1,500						\$16,800
Kaanta Community Fund for the Beautification of Seward					\$121,734							\$121,734
Seward Wellness Fund			\$10,000							\$151		\$10,151
Endowed - Operating			\$10,500	\$1,975	\$1,125					\$13,375	\$22,855	\$49,830
Seward Community Foundation Operating Endowment Fund			\$10,500	\$1,975	\$1,125					\$13,375	\$22,855	\$49,830
Non-Endowed	\$0	\$750	\$2,775	\$1,500			\$0	\$1,300	\$0	\$16,499	\$5,000	\$27,824
Seward Affiliate Operating Fund	\$0	\$750	\$2,775	\$1,500			\$0	\$1,300	\$0	\$7,000	\$5,000	\$18,325
Seward International Friendship Assoc. Sister City Exchange Fund										\$9,499		\$9,499
Grand Total	\$101,900	\$113,820	\$2,020,910	\$83,332	\$156,759	\$33,055	\$27,135	\$33,347	\$59,979	\$88,638	\$112,713	\$2,831,588

Number of Donations 2008 - 2018 YTD*	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Grand Total
Endowed - Unrestricted	71	74	46	79	88	107	101	133	119	127	105	1,050
City of Seward Unrestricted Fund		2								1	1	4
Larson Family Fund		5	1		2	1	1	1	2	12	11	36
Margaret A. Anderson Fund		2	1	2	2	15			1	1	1	25
Paul and Sharon Ruppel Fund		2	4	2	4	2	2	1	2	6	1	26
Seward Community Foundation Fund	71	63	40	75	80	89	98	131	114	107	91	959
Endowed - Restricted		4	3	2	1	1			2	2	1	16
Dieter Family Endowment Fund									2	1	1	4
Frank Dieckgraeff Memorial Fund for Seward Seniors		4	1	2		1						8
Kaanta Community Fund for the Beautification of Seward					1							1
Seward Wellness Fund			2							1		3
Endowed - Operating			4	8	9					47	43	111
Seward Community Foundation Operating Endowment Fund			4	8	9					47	43	111
Non-Endowed	3	2	5	2			1	2	1	3	1	20
Seward Affiliate Operating Fund	3	2	5	2			1	2	1	2	1	19
Seward International Friendship Assoc. Sister City Exchange Fund										1		1
Grand Total	74	80	58	91	98	108	102	135	122	179	150	1,197

* includes multiple donations from unique individuals

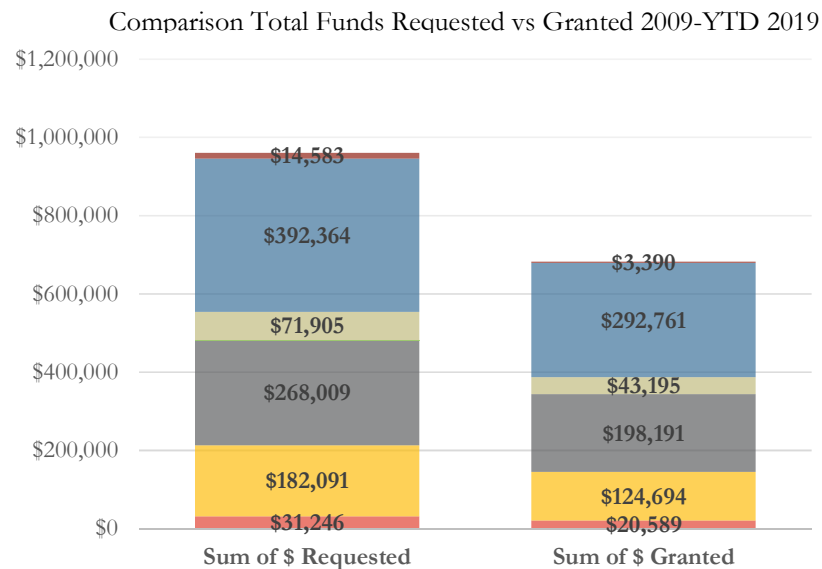
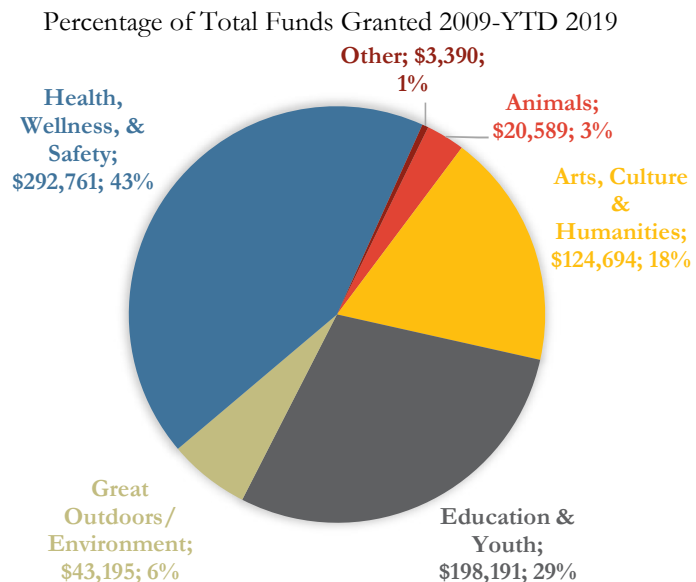
SCF Grant Allocation and Award Amounts Since Inception

updated 1/11/2019

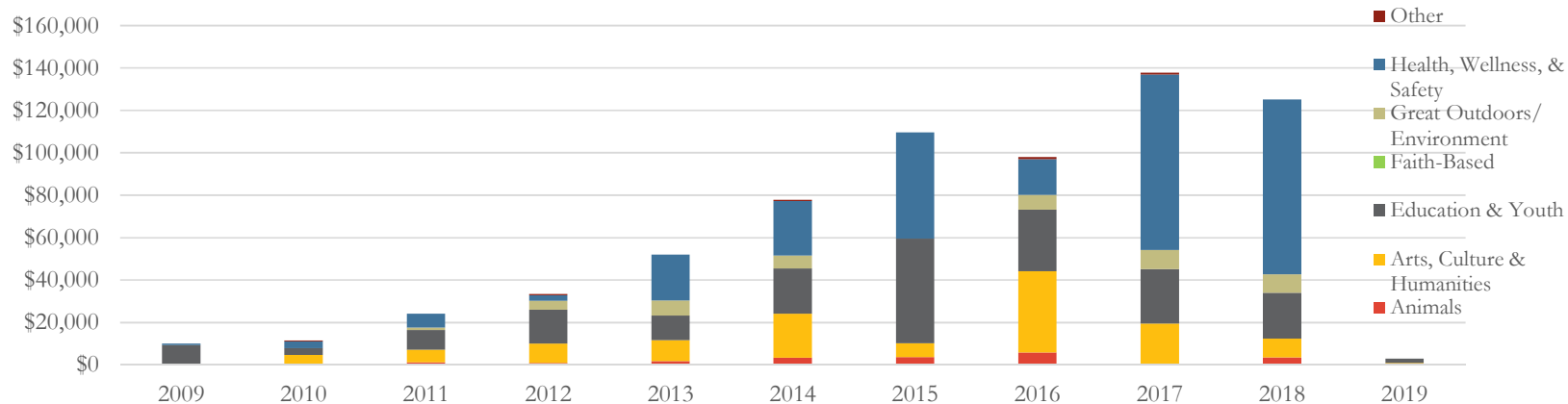
Year	Total Allocation	Total Granted	Major Allocation	Major Granted	Mini Allocation	Mini Granted	Roll-over to next year
2009		\$9,975		\$9,975			
2010		\$11,500		\$10,750		\$750	
2011		\$24,168		\$20,995		\$3,173	
2012		\$33,428		\$29,923		\$3,505	
2013		\$52,027		\$44,299		\$7,728	
2014	\$78,334	\$77,861	\$68,334	\$68,334	\$10,000	\$9,527	\$473
2015	\$120,510	\$109,676	\$96,518	\$90,335	\$24,000	\$19,341	\$10,834
2016	\$130,465	\$98,046	\$106,465	\$78,379	\$24,000	\$19,667	\$32,419
2017	\$138,913	\$137,894	\$114,913	\$114,913	\$24,000	\$22,981	\$1,019
2018	\$128,315	\$125,245	\$102,815	\$101,349	\$25,500	\$23,896	\$3,070
2019	\$113,775	\$3,000				\$3,000	\$110,775
Total		\$682,820		\$569,252		\$113,568	\$158,590

Note: \$3000 awarded in 2019 was decided by Board in December 2018. Due to timing of grant awards, they are counted as 2019 grants.

Since 2009, Grant Funds have supported a variety of community assets. (Dollars Granted by Category)



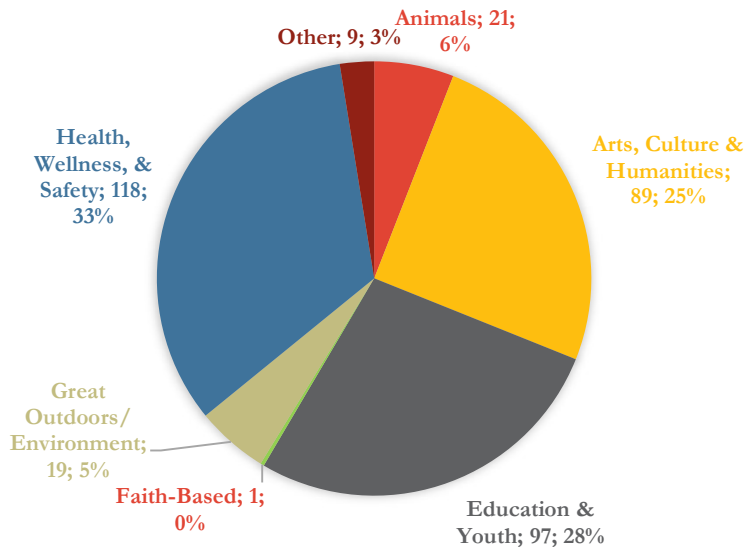
Total Funds Granted Each Year 2009 - YTD 2019



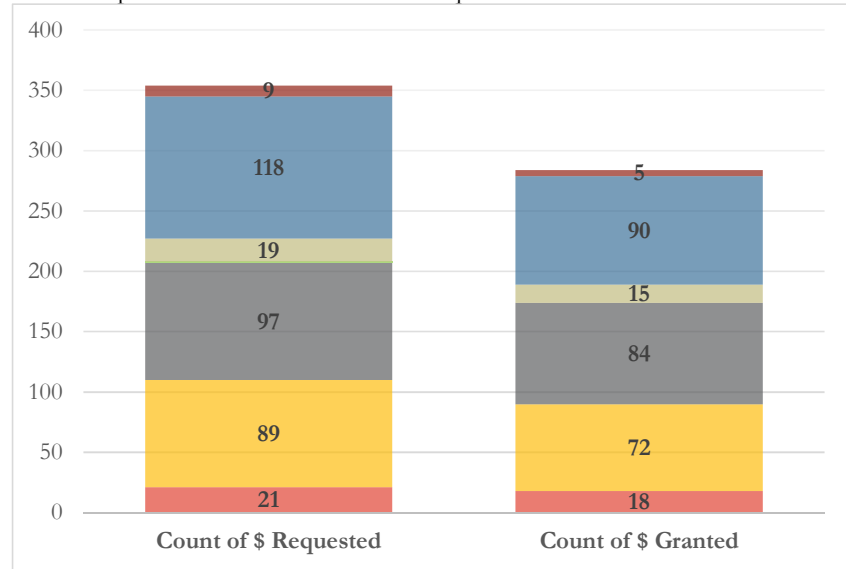
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Grand Total
Total Granted	\$ 9,975	\$ 11,500	\$ 24,168	\$ 33,428	\$ 52,027	###	\$ 109,676	\$ 98,046	\$ 137,894	\$ 125,245	\$ 3,000	\$ 682,820

Since 2009, Grant Awards have supported a variety of community assets. (Number of Grants by Category)

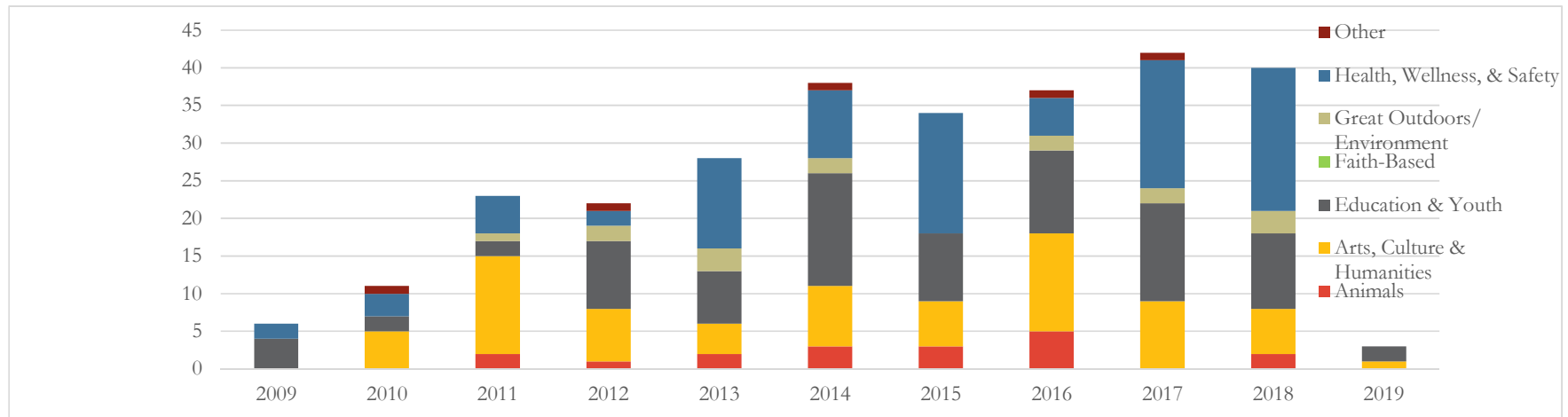
Percentage of Number of Grants 2009 - YTD 2019



Comparison Number of Grants Requested vs Granted 2009-YTD 2019



Total Number of Grants Awarded Each Year 2009 - YTD 2019



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Grand Total
Total Granted	6	11	23	22	28	38	34	37	42	40	3	284

Grant Dollars Awarded 2009 to YTD 2019

	Sum of \$ Granted
Animals	\$20,589
Arts, Culture & Humanities	\$124,694
Education & Youth	\$198,191
Faith-Based	
Great Outdoors/ Environment	\$43,195
Health, Wellness, & Safety	\$292,761
Other	\$3,390
Grand Total	\$682,820

	Animals	Arts, Culture & Humanities	Education & Youth	Faith-Based	Great Outdoors/ Environment	Health, Wellness, & Safety	Other	Grand Total
Sum of \$ Requested	\$31,246	\$182,091	\$268,009	\$500	\$71,905	\$392,364	\$14,583	\$960,698
Sum of \$ Granted	\$20,589	\$124,694	\$198,191		\$43,195	\$292,761	\$3,390	\$682,820

Sum of \$ Granted

	Animals	Arts, Culture & Humanities	Education & Youth	Faith-Based	Great Outdoors/ Environment	Health, Wellness, & Safety	Other	Grand Total
2009			\$9,325			\$650		\$9,975
2010		\$4,800	\$3,000			\$3,250	\$450	\$11,500
2011	\$1,250	\$6,000	\$9,250		\$1,145	\$6,523		\$24,168
2012	\$1,000	\$8,950	\$16,010		\$4,180	\$2,788	\$500	\$33,428
2013	\$1,778	\$9,950	\$11,579		\$7,100	\$21,620		\$52,027
2014	\$3,327	\$20,900	\$21,280		\$6,100	\$25,754	\$500	\$77,861
2015	\$3,794	\$6,414	\$49,400			\$50,068		\$109,676
2016	\$5,900	\$38,250	\$29,041		\$7,000	\$16,855	\$1,000	\$98,046
2017		\$19,480	\$25,806		\$8,901	\$82,767	\$940	\$137,894
2018	\$3,540	\$8,950	\$21,500		\$8,769	\$82,486		\$125,245
2019		\$1,000	\$2,000					\$3,000
Grand Total	\$20,589	\$124,694	\$198,191		\$43,195	\$292,761	\$3,390	\$682,820

Row Labels	Count of Awards
Animals	21
Arts, Culture & Humanities	89
Education & Youth	97
Faith-Based	1
Great Outdoors/ Environment	19
Health, Wellness, & Safety	118
Other	9
Grand Total	354

	Column Labels							
Values	Animals	Arts, Culture & Humanities	Education & Youth	Faith-Based	Great Outdoors/ Environment	Health, Wellness, & Safety	Other	Grand Total
Count of \$ Requested	21	89	97	1	19	118	9	354
Count of \$ Granted	18	72	84		15	90	5	284

Count of \$ Granted	Column Labels							
Row Labels	Animals	Arts, Culture & Humanities	Education & Youth	Faith-Based	Great Outdoors/ Environment	Health, Wellness, & Safety	Other	Grand Total
2009			4			2		6
2010		5	2			3	1	11
2011	2	13	2		1	5		23
2012	1	7	9		2	2	1	22
2013	2	4	7		3	12		28
2014	3	8	15		2	9	1	38
2015	3	6	9			16		34
2016	5	13	11		2	5	1	37
2017		9	13		2	17	1	42
2018	2	6	10		3	19		40
2019		1	2					3
Grand Total	18	72	84		15	90	5	284

2019 Mini-Grant Tracking Report

updated 1/11/2019

SUMMARY

Allocation*: \$3,070 Balance: \$70	Total Requested: \$4,500 Total Granted: \$3,000
---	--

** Allocation includes rollover amount not used in 2018 (\$3070).*

DETAIL

Organization	Project	\$ Requested	\$ Granted	Date Reviewed
Seward Arts Council	Skip and Marie Fletcher Movie Series "Earn a Ticket"	\$1,000	\$1,000	12/19/2018
Bunnell Street Arts Center	Seward Artist in Schools sponsored by Bunnell Street Arts Center	\$1,000	\$1,000	12/19/2018
Seward PTSA	Missoula Children's Theater Residency	\$1,000	\$1,000	12/19/2018
Resurrection Lutheran Church	Community Christmas Tree	\$500		1/16/2019
Hopecam, Inc	Give Hope, Get Connected - Alaska	\$1,000		1/16/2019



2019 SCF GRANT ANNOUNCEMENT LUNCHEON AGENDA

January 23, 2018 - 11:30am to 1:30pm at The Breeze Inn

11:30am	Meet & Greet - Get started with lunch	
11:45am	Welcome and Introduction	Kim Reiersen
12:00pm	SCF Grant Application and Tips to improve your chances of an award	Rodger Painter
12:15pm	Getting the word out: How Grantees can partner with SCF in co-branding.	Emily Wezenberg
12:25pm	Nonprofit Luncheon Series - <i>Facilitated Discussion</i>	Allison Fong
1:15pm	Announcement of 2019 Grant Amount <i>Guess the \$ Amount</i>	Carol Tallman
1:30pm	Adjourn	Kim Reiersen

2019 SCF Calendar

- January 16 Board Meeting – New Officers/Teams, Calendar, Grant Cycle
Breeze Inn – 6pm
- January 23 Event: Grant \$ Announcement Luncheon, Breeze Inn 11:30am – 1:30pm
- February 13 Board Meeting, Breeze Inn - 6pm
- March 20 Board Meeting – Grant Evaluations & Decisions/Event Planning
Breeze Inn – 6pm
- April 17 Board Meeting – Event Planning, Breeze Inn – 6pm
- May 2 Event: Donor Appreciation and Grant Awards – Location TBD
- May 22 Board Meeting, Moose Pass – 6pm
- June 19 Board Meeting, Breeze Inn – 6pm
- July 17 Board Meeting, Breeze Inn – 6pm
- August 21 Board Meeting, Breeze Inn – 6pm
- Sept. 6 Annual SCF Potluck for Sitting Board Location TBD
- Sept. 18 Board Meeting, Breeze Inn – 6pm
- October 16 Board Meeting, Breeze Inn – 6pm
- Nov. 20 Board Meeting, Breeze Inn – 6pm
Plan Christmas Get Together for past and current Board members
- Dec. 18 Board Meeting, Breeze Inn – 6pm
- Dec. 19 SCF Holiday Party – 6pm Location TBD

* Please check meeting locations as they are subject to change.



TIME UTILIZATION (as of 1/12/2019)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Remaining (308.25/yr)	Remaining (avg/mo)
10.75												10.75	297.5	25.6

Note: I worked 291.75 hours in 2018. The 8.25 hours remaining will roll-over to be used in 2019.

PROJECTS BY STRATEGIC PLAN LONG-TERM GOALS

Grow Endowment by \$5m by 2027

Active Projects:

- Donor Development/Fundraising Support: No updates since last Board Meeting. I am happy to support any board member as they meet with donors and make fundraising asks. I am creating user-friendly donor database for SCF to make it easier to track and use our donor information. I have also requested that SCF be a test case for the new donor database program with ACF when it is available sometime in 2019.
- Rasmuson Match: In 2017 and 2018, SCF has raised \$97,721 toward the general fund and \$22,855 toward the operating endowment. We exceeded our 2018 goal for the general fund, and, with the roll-over funds, have already achieved our 2019 goal. We have \$27,279 left to raise towards our general fund to achieve the full Rasmuson Match. We raised \$9,480 toward our Operating Endowment, missing our goal by \$5,520. It is possible that additional end of year donations will be posted to our funds as ACF processes donations.

Next up:

- Donor / Grant List: At the ACF convening, Affiliates highlighted the need for a common, easily accessible, up-to-date donor database. A new donor database/financial database is expected to be implemented summer 2019.

Build Operational Resiliency

Active Projects:

- Annual Plan / Strategic Plan: In February 2019, I will work with the board and committees to review goals and set action items for 2019.
- Program Manager Goals: My three performance goals for the coming year are:
 - o Goal 1: Collaborate with Advisory Board to develop fundraising plan within the next 3-6 months, including obtaining examples and coordinating training; this goal will enable Allison to be more involved in her Affiliate’s fundraising efforts, increase the support she can provide, and support her professional development goals. *I will work with new Development Committee Chair to develop a fundraising plan in February.*
 - o Goal 2: Post at least one blog post and share content with local media each week. *On going*
 - o Goal 3: Assist with planning and facilitating at least one community discussion/training within the next 6-12 months. *Grant announcement luncheon is an opportunity to achieve this goal.*

Next up:

- Grant Reports: Figure out how to help board members access grant reports.

Completed:

- ACF Liaison: Attended monthly program manager meeting. Kept ACF up-to-date on our priorities, successes, and outstanding needs from them.

Be a valuable community resource making an impact

Current Activities:

- Marketing and Communications: Ongoing Activity. Regular web posts include: Grantee Highlights, Grant Announcements to the Seward Journal, Sharing of Relevant Facebook posts, and Blog Posts on topics of interest. Other projects are detailed below. Mar/Comm committee owes me more grant highlights.
- Website/ Facebook Management: I’ve been sharing posts and events from our grantees recently.
- 2019 Major Grant Cycle/Grant Announcement Luncheon: Major grant cycle dates will be 1/16 – 2/28. The announcement luncheon is scheduled for 1/23. Invitations have gone out. We have 12 people RSVP and 53 have not responded.



Completed:

- Grantee Contacts: I spoke with Rick Brown from Seward Public Radio station and, separately, with Leslie Fried, the new curator at the museum. Both are interested in applying for grants in the future. I shared information about our grant opportunities and invited them to our luncheon.

ANNOUNCEMENTS/OTHER INFORMATION

- Changes at ACF: Nate O'Connor will be the new Affiliate Program Officer at ACF, filling Shawn Rivera's position, starting Monday January 14. Nate has previously worked at the Alaska Humanities Forum as a Program Manager for their Take Wing program. He also has a background in program evaluation and grants management.

ACTION REQUESTS FOR BOARD

- Program Manager Succession Planning: Consider the characteristics and possible individuals that might make a suitable SCF program manager. Since I am in the process of moving to Anchorage, it makes sense to replace me as program manager. I would like to continue to work with SCF through the grant announcement luncheon and through as much of the grant cycle as possible. When Nate begins as the new Affiliate Program Officer, I will talk to him about starting the recruitment/hiring process. An ideal scenario would be to transition to a new program manager in place by March.

Goals of Affiliate Program:

- Increase individual philanthropy among Alaskans.
- Encourage local leadership to identify problems and invest in solutions in their communities.
- Grow permanent charitable assets in Alaska to create sustaining sources of revenue and support for valued Alaska nonprofit services.

Essential Functions/Roles & Responsibilities of the Program Manager (including, not limited to):

1. Provides support for the planning and execution of Advisory Board meetings (i.e. agendas, meeting minutes, and scheduling).
 2. Oversees the marketing and communications needs of SCF (i.e. create newsletters, thank you cards, Power Point presentations, printing support, PR). Manage web and social media platforms for SCF and maintain photo catalogue.
 3. Provide support for donor relations and donor stewardship for SCF.
 4. Provide support for the annual planning process and work with the Advisory Board members in scheduling meetings and events.
 5. Provide technical assistance to grantees and applicants.
 6. Participate in the annual Affiliate Convening and participation in Affiliate training opportunities in partnership with ACF.
-