

501.(c)(3) Planning 6/15

15 JUNE 2023 / 4:00 PM / ROOM 113

ATTENDEES

Richard Wiginton, Geoffrey Schultz, and Phillip Lane (In person. Daniel Tapella and Michael Vaclavik (By phone) Quorum met

The meeting was called to order by Richard Wiginton at 1604 hours.

AGENDA

Submitted for approval at 1606 hours by Michael Vaclavik / Seconded by Geoffrey Schultz / All present were in favor.

Approval of the Minutes from the meeting held on April 27, 2023

Motion to approve by Richard Wiginton / Seconded by Daniel Tapella / All were in favor

Old Business

- **Website**

- Phil Lane discussed the website with the marketing firm, Steady Rain. For what we have requested I was quoted the price of \$100 a month for five years. They will train us on how to update the website and they will donate the cost of hosting the website, with the request to have a banner showing donated by Steady Rain.
- Phil Lane will reach out to Homepage STL for another bid.

- **Trade Mark**

- It is on hold until we can get the website up and running.

- **IRS Number**
 - Our IRS Number is 92-2226492
- **Account Discrepancy**
 - It seems the discrepancy was due to a donation being added twice. The suggestions made by Jessica McIntosh have been incorporated into the new ledger.

New Business

- **New Bank Account**
 - The old bank account in Richard Wiginton's and Phil Lane's name has been closed. The money was transferred to the new First Bank Small Business Account. At this time, Richard Wiginton, Brian Coats, and Phil Lane are on the account. The bank was provided with all of the IRS documents needed to show us as a charity.
- **Insurance**
 - Richard Wiginton will contact State Farm Insurance to get a quote for the Foundation's insurance.
- **On-going Meetings**
 - As we are still in the beginning stages of the foundation it was decided by the members to keep the on-going bimonthly meetings.
- **Social Media**
 - The board decided along with the future website, we would create a Facebook page for the Foundation.
- **Spending Guidelines**
 - The board will reevaluate the current spending guidelines to see if they need to be updated. Richard Wiginton had found old documentation from the Creve Coeur Welfare Fund where the Fund spent money on items that we probably would continue to spend.

Meeting Adjournment

- Richard Wiginton moved to adjourn the meeting at 1643 hours / Seconded by Michael Vaclavik.

NEXT MEETING:

Thursday, August 3, 2023, at 1600 hours.

Prepared by: POLANE 634

Approved by: Sgt.  767