

## ENDOWMENT MEETING MINUTES 7/19/21

Call to Order @ 6:35

**In Attendance:** Lisa Higginbotham (CHAIR), Rick Gardner, Brian Fisher (council rep), Jim Prosser

Not in Attendance: Jan Gerck, Tracy Blois

**Guests:** Pastor Julie, Joe Zimmerly

### **To do:**

- Lisa to research current account signers
- Change Account Signers (Brian to send .pdf, Lisa to submit to ELCA)
- Coordinate a withdrawal (Brian to send .pdf, Lisa to submit to ELCA)
- Discussion ensued about the mechanics of how to fund each of the awards
- Checks to be cut to Travis, Scholarship Recipients and LRCC Bench. All others will be transfers
- Send letters to award recipients, Brian to provide draft from last year, Lisa to provide verbiage on acknowledgement regarding expenses.

### **Pastor and Joe's Feedback on the June open meeting**

- Pastor requested clarity on what should go into the request.
- Discussed possible improvements including grant request form and limits on conversation
- Agreed to work on this in future meetings
- Joe had questions on timing of checks. Hope to make it sooner in the future. Joe to research matching funds with CLU Financial Aid Office

### **New Business**

- Start Grapevine inserts on ELCA Endowment best practices and Investigate best practices on next steps w Lisa

Next meeting scheduled for October 12<sup>th</sup>, 6:30

Closing Prayer: Pastor Julie

Meeting Concluded: 8:00

Respectfully Submitted

Brian Fisher