



## **GRANTS/FUNDRAISING COMMITTEE MEETING**

**THURSDAY, May 19, 2022 8:00 A.M.**  
(meeting held at Park Office and via Zoom)

### **MEETING NOTES**

Meeting called to order at 8:02am

Roll Call: Mike Selig, Dave Wehner, excused absence: Mark Robeson

#### **Introductions:**

Individuals present: Mike Selig, Dave Wehner, Lynn Richardson, Marcia Whelan, Anita Gantner, Barbara Starr

#### **Review of Previous Action steps:**

- 1.) Provide summary of how historical tax credits could be utilized to generate additional funds. Meg Slifcak – will schedule for the next meeting – Anita to follow up with Meg about this
- 2.) Share google docs email and password information with committee members and utilize that platform to store documents. Mike Selig - completed

#### **Review of Earth Works grant proposal (to be completed sections are highlighted)**

New submission date – Jul 15th

- Page 8 (Form 1) – park details/brief project description – Anita - completed
- Page 10 (Form 2) – formal resolution – Polly - completed
- Page 11 (Form 3) – Question 1 – Purpose and Need: nature works questionnaire/picture/ detailed description using local data Marcia - completed
- Page 15 – Question 2 – Documentation and Local Funds - more detail on formal resolution/documentation that available matching funds are available Mike – **Budget line item to be added to Budget for approval at June board meeting - Dave**
- Page 16 – Question 3 – Operation and Maintenance – details around maintenance plan for the site/proposed improvement **Jeff Deluca – Mike Selig to follow up about status**
- Page 17 – Question 4 – Accessibility – details on how this will improve accessibility Lynn - completed
- Page 18 – Question 5 – Planning – briefly describe the planning process/address alternative solutions Mike - completed

- Page 19 – Question 6 – Public Participation - describe and provide documentation of public/citizen participation associated with the project Lynn - completed
- Page 22 – Attachments – Evidence of Ownership, **Mark**  
Boundary map, **Mark**  
Site Location map/Vicinity map, **Mark**  
Existing use map, **Mark**  
Proposed plan for site, **Mark**
  - Mike Selig to follow up on**
- Page 25 – Form 4B – Development Cost Estimate **Dave**
- Page 26 – Form 4C – Project Cost Summary **Dave**
  - Mike Selig to work with Dave Wehner once costs identified**
- Page 28 – Form 6 – Civil Rights Compliance form
- Page 29 – Form 7 – Acknowledgement of Compliance
- Page 30 – Form 8 – NatureWorks sign and logo
- Page 32 – Form 9 – Environmental Review
- Page 34 – Does the Proposed NatureWorks project...
  - Marcia Whelan to start**

Gannet Flemming – ask for cost estimate/engineering design – Mike – Gannet Flemming not able to provide cost estimate, emailed prefabricated bridge company and they indicated that we need more specific plans to be able to proceed. Reached out to one other engineer about a similar project involving a bridge replacement. Waiting for him to circle back to me. **Will reach out to Susan Czaplicki to further discuss the possibility of a local engineering group potentially helping with plan development.**

### **Fundraising Brainstorming session**

Discussed with group that we have a number of different aspects of fundraising that are currently going on or being developed including: Lodge registry, Grants, private donors, multiple fundraising specialists

Discussed the goal of having all of the fundraising efforts be a coordinated effort between the different stakeholders.

- Discussed comparing the RJRD and Friends donor lists to look for trends/overlap/areas of improvement.
- Reviewed the notes provided by Laura Lederer and Karen Kannenberg. (See attachment 1).
- Debbie Williams (Friends group fundraising specialist) Individual is to focus on raising funds for the Kirby Mill restoration as well as help plan the Centennial Celebration. Discussed the goal of having all the fundraising efforts be a coordinated effort between the different stakeholders. She is scheduled to present her fundraising strategy at the next RJRD board meeting on May 23<sup>rd</sup>.

### **Grants calendar/Land and Water Conservation Fund**

Revisited the idea the Land Water and Conservation Fund grant that is due on Nov 15<sup>th</sup>. Potentially could go for a smaller project (not a major bridge replacement) where the 50% matching fund is achieved through volunteer labor. Potential smaller projects suggested include: erosion control, buckthorn removal, habitat restoration. Group will continue to think about potential projects.



**Minutes**

**Old Business**

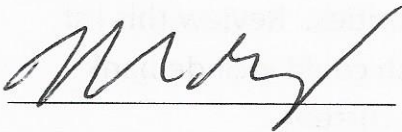
**New Business**

**Adjournment**

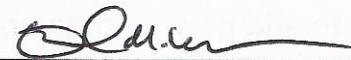
Motion to adjourn by Mike Selig, seconded by Dave Wehner. Meeting adjourned at 8:48am.

Submitted By:

Accepted By:



Date: 24/Jun/2022



Date: 06.24.2022

Mike Selig, Committee Chair

Dave Wehner, Committee Member

## RJRD Fundraising Plan

Ideas that can be implemented now and for future:

1. Use the Lodge as a revenue stream, including weddings and events. Advertise this space with wedding planners and Richfield chamber / parks department.
2. Continue work on grants by identifying available grants that are a good fit for RJRD to sustain and improve the property. Excellent working document exists with grant focus, deadlines, and funding priorities. Review this list frequently to add new funding organizations, which could include bank trusts, foundations and corporations. Keep status current.
3. Utilize a grant template and case for support that can be replicated across several different funders.
4. Create plan for the next levy in November 2024 including recap of how funding has been used and reason for why more is being requested. Annual budget of \$180,000 for operations should be doubled to maintain existing property and 40 structures.

Ongoing projects:

1. RJRD and Friends group share information about donors. This needs to be a cooperative campaign. Tier donors by giving level and date of last gift. Identify donors and prospective donors who should have a personalized request.
2. Evaluate and improve stewardship plan with handwritten thank you notes and or phone calls
3. Complete strategic plan.

Long term planning: implement in 2024-25

1. Annual campaign
2. Receptions and tours for donors and prospective donors.
3. Create an endowment fund. This provides a plan for sustainability, and some funders inquire about whether an organization has an endowment

when making decisions. Initial endowment should be \$100,000. Allow for invasion of principal with board majority approval.

