



# Active 20-30 United States and Canada, Inc.

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## 2022-23 Foundation Board

### Meeting Minutes

Thursday, December 1, 2022 Meeting 6PM PST

Zoom: Meeting ID 813 9065 3617

#### Attendees:

- Foundation President/IPP: Ashley Corbett, Valley of the Sun #1028
- National President: Greg Carl, Petaluma #30
- National President Elect: Tim Provost, Carson Valley #85
- National Treasurer: Hillary Erbert, Portland #122
- Kelsi Sprague, Member at Large, Redding #143
- Frank Cockrell, Past National President, Sacramento #1
- Tiffani Montgomery, Past National President, Redwood Empire #1029
- Andrew Bain, Santa Rosa #50

#### I. CALL TO ORDER (Ashley Corbett)

- Meeting called to order at 6:03PM by Ashley Corbett

#### II. INTRODUCTIONS/ESTABLISH QUORUM (Ashley Corbett)

- A quorum was established by Ashley Corbett

#### III. ACTION ITEMS (Ashley Corbett)

- a. Adjustments/Approval of Agenda (Ashley Corbett). Ashley moves to approve the proposed agenda. Tiffani seconded. Hillary proposed to add item to Treasurer report, tax return filing. Ashley updated agenda and amended the motion to include the change. Tiffani seconded. Motion passes 8-0-0
- b. Approval of July Minutes. (Andy Bain) – minutes not quite ready, tabled until later in the meeting.
- c. Approval of October Minutes (Hillary Erbert). Hillary Erbert moves to approve the October Minutes. Greg Carl seconds. Motion passes 8-0-0.
- d. Kindness Campaign Vote (Ashley Corbett)
  - Ashley discusses kindness campaign submissions. Currently only one submission from Greg Carl. Logo to go on a t-shirt, will this logo be best for a shirt?
  - Tiffani moves to approve the logo design submission. Tim seconded. Tiffani brings up the point that there is only one submission from the National President, confirms that the board is okay with moving forward. Deadline already extended 30 days. Ashley voices concern for success of the logo as a t-shirt design and amount of colors could complicate printing. Greg suggests removing the sky. Hillary suggests removing the

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background. Kelsi suggests moving the words to inside the heart. Tiffani adjusts the motion to approve the logo concept with Ashley and Greg to continue working on the design. Motion passes 8-0-0

- e. 2020 Grant App Request (Ashley Corbett). Grant was approved to Greater Sac club #1 in amount of \$350 but it was never disbursed to Greater Sac. Ashley presents grant application and minutes in which grant was approved (March 2020 minutes). Per minutes, money should be transferred from Morgan Stanley accounts to pay for grants.
- Frank questions if this grant is still in alignment with the Foundation's charitable mission and if the grant funds would need to come out of general funds.
  - Tiffani provides background on the growth & retention grants. Grants are reimbursement grants, clubs had a date to submit receipts to receive the grant after the event had occurred. No one submitted grants in 2020 due to covid. In the following year the Foundation removed this grant from Foundation's available grants. The expensed was already approved in 2019-2020 budget. No one submitted reimbursement by June of 2020 before financials were closed. Bylaws were then updated after the close of the financials. In order to approve, would need to reopen this grant for all participants to submit reimbursements by a new date. At that time the Growth and Retention Committee facilitated the grant applications and receipt submission process.
  - Frank brings up that budget may need to be adjusted or revisited to accommodate grants
  - Tim believes grant purpose falls under current bylaws
  - Ashley states this falls under current policies & procedures membership growth and new member development and support
  - Greg asks if clubs were informed of the 6/30 receipt submission deadline and how that was provided. Frank says the deadline is included in the grant application, President of Growth and Retention Committee from 2019 would be able to confirm per Tiffani. Ashley asks if the receipt submission deadline point is void due to covid. Kelsi states she thinks clubs should have asked for an extension.
  - Andy asserts that the applications from 3 years ago are closed. Should treat these as new grants and approve accordingly. Someone should reach out to the presidents of the previously approved clubs and see if they still plan on holding these events.
  - Tiffani discusses the potential issues with approving the grant at this meeting as this is from a grant year that is closed and other clubs have not had a chance to apply or follow up on previously submitted grants.
  - Tim agrees that the grant concept should be approved and should be submitted in a new grant application
  - Frank suggests that clubs previously approved reapply in the new cycle. Suggests the board pre-approve the previously approved grant ideas if they submit a new application.



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- Ashley moves to approve the 1032 and other clubs from the 2020 Foundation year with the stipulation the clubs fill out a new grant application. Frank adds that the funds need to be spent and reimbursement submitted no later than 6/30/23.
  - Discussion: Tiffani clarifies that the Greater Sac club is requesting reimbursement for the 2019-2020 grants, not submitting a new grant application. Discussion continues and board decides to make two separate motions to address the reimbursement request from the prior fiscal year.
  - Motion adjusted: Ashley moves to deny the reimbursement request for the 2019-2020 foundation grants for growth and retention on the basis that the 2019-2020 fiscal year has closed. Tim seconds. Motion passes 8-0-0
  - Frank moves to preliminarily approve the grant submissions from the 2019-2020 fiscal year provided that the events will occur in the 2022-2023 fiscal year and the reimbursement requests are submitted by 6/30/2023. Tiffani seconds. Motion passes 8-0-0.
- f. July Minutes (Andy Bain). Tiffani moves to table the July meeting minutes approval until a further date. Ashley seconds. Tiffani comments that significant decisions were made during this meeting and there has not been sufficient time for board members to thoroughly review them. Vote will take place by email in no sooner than a week from today. Motion passes 8-0-0.

### IV. TREASURERS REPORT (Hillary Erbert)

- a. Review Financial Statements as of October 31, 2022
- b. Overall, no significant activity since the start of the term. Most significant change includes change in investment account value -- \$4,327 increase in investments since September. Not surprising and is consistent with market activity. These gain/losses are unrealized, meaning they do not represent securities being sold and may increase and decrease in value as the market changes.
- c. Bonfire – have we received money from sales? Will Foundation receive tax document? Kelsi states that Foundation will only receive 1099 if we submit a W-9 to Bonfire
- d. Tax return was filed for 6/30/22 fiscal year. Hillary recommends having the board review and approve of the tax return before it is filed with taxing authorities to ensure all questions are addressed before filing. There were timing issues with this year's tax return that did not allow time for board review prior to filing.
- e. Hillary is in process of scheduling meeting with Jenifer (accountant at McDonald) to go over outstanding questions

### V. NEW BUISNESS

- a. Grant Application (Ashley Corbett)
  - Ashley reviewed various grant applications from different organizations (other 20-30 clubs, Rotary). Ashley presents a draft grant application
    - i. Include a section inquiring how the Foundation will be recognized as a supporter

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- ii. Do we want to ask for all the detailed documents? Frank suggests a budget for the project should be provided
  - iii. Ashley asks if we want to open application to all charities nationwide? May not have enough funds to support that many organizations. Frank suggests that if the dollar amount is low (\$10k for the year) there may not be that many submissions. May also not have many outside charity submissions depending on how grant is advertised to public, more likely for existing members to recommend other non-20-30 organizations. Could have outside organizations indicate which 20-30 club referred them to the Foundation.
  - iv. Greg and Kelsi support having separate applications for internal 20-30 clubs and third party charities.
  - v. Tiffani states that charities need to submit a budget with their application. Keep in mind Foundation will probably receive more grants than can be funded – where does the Foundation want to focus its funds? How can the funds be used to fulfill its charitable purpose and help the Foundation grow? Part of the purpose/focus is to grow the organization and render more awareness/interest in 20-30.
  - vi. Discussion on how to update the applications for 20-30 clubs vs. outside organizations, can reduce information in the application for 20-30 clubs as the Foundation is already aware of the clubs' backgrounds and charitable purposes. Application for 20-30 club to focus on the project/program to be funded. All organizations need to provide the same supporting documentation with application, including tax exempt letter from IRS.
- Tiffani moves to approve the Canva grant application as presented and to send out to the 20-30 clubs application once finalized by Ashley. Kelsi seconds. Motion passes 7-0-1. (Timber was no longer on the Zoom call due to winter storm and documented as an abstention)

### VI. ADJOURNMENT (Ashley Corbett)

- b. Meeting adjourned at 7:34PM by Ashley Corbett