



AGENDA

Thursday, December 6, 2012
Minturn Town Council Chambers
302 Pine Street
Minturn, CO 81645

CALL IN NUMBER: 877-594-8353
PASSCODE: 23878813#

NWCCOG FOUNDATION BOARD MEETING

9:30 a.m.	1.	Call to Order and Determination of Quorum - Peter Runyon, Chair	
	*2.	ACTION: Approval of December 8, 2011 minutes	Pg. 2
	3.	Overview of 2012 activity - Liz Mullen	Pg. 3
	*4.	ACTION: Approval of 2012 Financials	Pgs. 4-5
	*5.	ACTION: Review of the NWCCOG Foundation Administration Fee	Pg. 6
9:55 a.m.	6.	Adjourn	

* requires a vote



NWCCOG FOUNDATION

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NWCCOG FOUNDATION BOARD MEETING MINUTES

THURSDAY, DECEMBER 08, 2011
Glenwood Springs Community Center

PRESENT:

Jeff Shroll, NWCCOG Vice Chair, Town of Gypsum
Karn Stiegelmeier, NWCCOG Treasurer, Summit County
Liz Mullen, NWCCOG Foundation Administrator

Vice Chair Jeff Shroll called the meeting to order at 9:37 a.m. A quorum was present.

M/S/P Jeff Shroll/ Karn Stiegelmeier to approve the December 09, 2010 minutes.

Liz Mullen reviewed the project update report that was provided in the meeting materials.

M/S/P Karn Stiegelmeier/Jeff Shroll to approve the 2011 financials as presented.

No new business.

M/S/P Jeff Shroll/Karn Stiegelmeier to adjourn the meeting at 9:40 a.m.

Jeff Shroll, Vice Chair

Date



MEMORANDUM

To: NWCCOG Foundation Board
From: Liz Mullen, Executive Director, NWCCOG
Date: November 28, 2012
Re: 2012 Activity

The NWCCOG Foundation received three grants in 2012:

- 1) A \$14,800 grant was received on behalf of the NWCCOG Water Quality & Quantity Committee (QQ) from the Western Conservation Foundation for the Economic Impacts of Transbasin Water Diversion project.
- 2) A \$9,300 grant was received on behalf of the Alpine Area Agency on Aging from the Healthy People 2020 program for the Consortium for Older Adult Wellness event.
- 3) A \$65,000 grant was received on behalf of the Alpine Area Agency on Aging from the Colorado Health Foundation for the development of a business plan for the Region 12 ARCH (Adult Resources for Care and Help).

NWCCOG Foundation Inc.
Profit & Loss YTD Comparison

October 2012

	Administration		Healthy People 2020		Western Conservation Grant		TOTAL	
	Oct 12	Jan - Oct 12	Oct 12	Jan - Oct 12	Oct 12	Jan - Oct 12	Oct 12	Jan - Oct 12
Ordinary Income/Expense								
Income								
4110 · Grants								
4400 · Foundations & Trusts	0.00	0.00	0.00	0.00	0.00	14,800.00	0.00	14,800.00
Total 4110 · Grants	0.00	0.00	0.00	0.00	0.00	14,800.00	0.00	14,800.00
4600 · Contributions Income								
Donations	0.00	0.00	0.00	930.00	0.00	0.00	0.00	930.00
Total 4600 · Contributions Income	0.00	0.00	0.00	930.00	0.00	0.00	0.00	930.00
Total Income	0.00	0.00	0.00	930.00	0.00	14,800.00	0.00	15,730.00
Expense								
6050 · Contract Labor	0.00	0.00	0.00	8,349.00	0.00	15,947.35	0.00	24,296.35
6155 · Bank Service Charges	7.50	78.15	0.00	0.00	0.00	0.00	7.50	78.15
6181 · Miscellaneous	0.00	-731.60	0.00	0.00	0.00	0.00	0.00	-731.60
6195 · Postage and Delivery	0.00	0.00	0.00	0.00	0.00	85.78	0.00	85.78
6270 · Professional Fees								
6650 · Accounting	0.00	37.50	0.00	0.00	0.00	0.00	0.00	37.50
Total 6270 · Professional Fees	0.00	37.50	0.00	0.00	0.00	0.00	0.00	37.50
Total Expense	7.50	-615.95	0.00	8,349.00	0.00	16,033.13	7.50	23,766.18
Net Ordinary Income	-7.50	615.95	0.00	-7,419.00	0.00	-1,233.13	-7.50	-8,036.18
Other Income/Expense								
Other Income								
7010 · Interest Income	0.81	7.24	0.00	0.00	0.00	0.00	0.81	7.24
Total Other Income	0.81	7.24	0.00	0.00	0.00	0.00	0.81	7.24
Net Other Income	0.81	7.24	0.00	0.00	0.00	0.00	0.81	7.24
Net Income	-6.69	623.19	0.00	-7,419.00	0.00	-1,233.13	-6.69	-8,028.94

4:00 PM

11/27/12

Accrual Basis

NWCCOG Foundation Inc.
Balance Sheet
As of October 31, 2012

	<u>Oct 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
1006 · 1st Bank - Checking	17,881.26
Total Checking/Savings	<u>17,881.26</u>
Total Current Assets	<u>17,881.26</u>
TOTAL ASSETS	<u>17,881.26</u>
LIABILITIES & EQUITY	
Equity	
3900 · Retained Earnings	25,910.20
Net Income	-8,028.94
Total Equity	<u>17,881.26</u>
TOTAL LIABILITIES & EQUITY	<u>17,881.26</u>



MEMORANDUM

To: NWCCOG Foundation Board
From: Liz Mullen, Executive Director, NWCCOG
Date: November 28, 2012
RE: NWCCOG Foundation Administration Fee

The NWCCOG Foundation Board is asked to formalize the NWCCOG Foundation's administration fee policy.

The current unwritten policy is that the NWCCOG Foundation can charge a 7.5% admin fee to all funds passed through its account and the NWCCOG Foundation Board may choose to waive the fee or donate funds back to a project if the amount collected is more than the foundation needs to cover its costs.

Staff recommends the following policy:

All funding will be subject to a 5% administration fee to cover costs related to bookkeeping, annual independent audits, annual filing of form 990, and other staff time related to the on-going operation of the NWCCOG Foundation. Projects that require substantial NWCCOG staff time for fund raising or project management activities may be subject to additional charges to cover the Foundation's expenses for that project. The NWCCOG Foundation will waive administration fees for NWCCOG member jurisdictions and NWCCOG programs in situations that only involve passing through grant funds.