

**Greenway Technical Committee  
Meeting Notes  
Tuesday, July 13, 2010  
Grand Forks Park District Office, 1210-7<sup>th</sup> Ave. S. Grand Forks, ND  
10:30 am- Noon**

Lonny Winrich, Chair  
Rick Ziegelman, GF Park District  
Gladwin Lynne, RRSRA  
Dave Aker, EGF Parks & Recreation  
Roxanne Achman, Planning  
Marty Egeland, ND Game & Fish

Dave Manthei, GF Fire  
Sgt Dwight Love, GF Police  
Melanie Parvey, City of GF  
Tim Schroeder  
Teri Kouba, MPO  
Kim Greendahl, City of GF

**Special Guests:**

Kristi Mishler, Executive Director, Community Foundation of Grand Forks and East Grand Forks and surrounding region (CFGFEGF)  
Sheila Bruhn, Chief Executive Officer, (CFGFEGF)

**I. Informational presentation:**

- a. Community Foundation of Grand Forks and East Grand Forks and surrounding region (CFGFEGF)** – Kristi Mishler, and Sheila Bruhn gave an overview of the foundation, including the three main types of funds managed by the foundation: organizational endowment funds, designated funds. The CFGFEGF can be a fiscal agent for grants when a 501 (c) 3 is needed or when it is not feasible to route the dollars through a government agency, which can slow down the process. CFGFEGF can also provide monetary tracking, issue checks for payment and file the necessary reports to the grantor and government agencies. There is a small fee for this service.

Flexible funds allow for passing through of some donations and have a minimum starting balance of \$25,000, with a minimum balance of \$10,000. CFGFEGF does not filter donations or pass through dollars without the funds going through a specific fund. For example, if someone wanted to donate \$25 to the Greenway CFGFEGF would not be able to take the donation.

There are currently two types of grant programs that might be potential funders of Greenway projects: the Knight Foundation and Friends of Greenway. Both are by application process and open for competition. It is recommended that we keep CFGFEGF informed of projects in the Greenway as sometimes the donor advised funds are looking for projects to fund.

**II. Old Business**

**a. Special project request updates:**

- a. Boat docks in GF: T shape donated.** Funding was received from the ND Game & Fish for a second dock but the money was returned because the first dock (T shape) isn't working well at Lincoln Drive boat ramp. A representative from the dock manufacturing company met with city staff at the site and it was determined that because of anchoring needs and access for pedestrians the T shaped dock was not going to work at that site. Melanie is working with the ND Game and Fish for a skid dock (I shape) to try at the site.
- b. Solar lights:** EAPC has been reviewing the draft specs for a request for proposals. Melanie has not heard back from them yet. Lonny called Tom Erickson at Energy & Environmental Research Center and he said the freezing battery is a common problem.
- c. Shelter request:** A request was received for consideration for a covered shelter area on the wet side of the Sunbeam trail head area. Although staff

thinks this is a good idea, there is no funding available at this time so it has been placed on a list of potential future projects.

**III. New Business**

- a. **Greenway & Trail Users Advisory Group update:** Dave Lambeth will be giving a presentation about the recent banding of the Perigen Falcons on the water tour at UND. Deb Vein will be giving a presentation about the upcoming half marathon in conjunction with Cats Incredible. Barry Wilfahrt will be talking about the Cats Incredible festival.

**IV. Greenway Agency Updates**

- a. **MPO:** A public meeting was held to gather input on the bicycle transportation plan. About a dozen people attended and most had comments on using the bike system for commuting.
- b. **RRSRA:** Work continues on new campsites and should be done sometime next week. The campground continues to be rented at full capacity on weekends and weekly use has also been good. They will be ordering playground equipment for campground soon.
- c. **City of GF:** Keeping the boat ramps clean this season has been a challenge because of the fluctuation in the water levels. Every time the water recedes the ramp has to be cleaned, which can take a while for the crews to accomplish.
- d. **City of EGF:** The MN DNR is taking over responsibility of cleaning the EGF ramps. The silt has to be hauled away from the site instead of being pushed back into the river. The dock was put in near the boat ramp last week.

**V. Next Greenway Technical Committee meeting: Tuesday, September 14, 2010 – 10:30 am at Grand Forks Park District, 1210 7<sup>th</sup> Avenue South**

Submitted by: Kim Greendahl, Greenway specialist, city of Grand Forks

**Reference documents:**

- o Community Foundation of Grand Forks, East Grand Forks and Region
  - Mission statement and vision
  - Administrative Fee Schedule
  - Organizational Endowment Funds
  - Choose the Gift Option that Matches Your Goals
  - Community Foundation Family of Funds



# Community Foundation™

OF GRAND FORKS, EAST GRAND FORKS AND REGION

## Mission Statement

*To manage and develop diverse endowments that generate funding to address the quality of life in our region.*

## Vision

- ▶ *Being a trusted steward with financial credibility*
- ▶ *Being responsive to our donors and endowment fund holders*
- ▶ *Soliciting additions to existing funds, and the creation of new funds*
- ▶ *Increasing awareness of the needs and missions of regional non-profit organizations*
- ▶ *Being a catalyst for solutions to regional needs*
- ▶ *Providing ethical service to our constituents (donors, fund holders, and others)*
- ▶ *Providing grants to regional non-profits from foundation funds*
- ▶ *Communicating to our constituents and the general public on the work of the Foundation*

*Audit and tax information are available for review by contacting the Foundation office.*

## Staff

Kristi Mishler, Executive Director  
Sheila Bruhn, COO, Women's Fund

## Board of Directors

Derrick Johnson, President  
Mary Loyald, Vice President  
Bill Lee, Secretary/Treasurer  
Leland Lipp  
Russ Erickson

James Hansen  
Kristin Shea  
Gerard Neil  
Marijo Shide  
Connie Mondry

Marilynn Ogden  
Jeanine Peabody  
Dave Homstad  
Margaret Tweten  
Barry Wilfahrt

*For questions or more information, please contact the Community Foundation at 701-746-0668 or [communityfoundation@gofoundation.org](mailto:communityfoundation@gofoundation.org).*





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## ADMINISTRATIVE FEE SCHEDULE

When a client establishes a Fund at the Community Foundation of Grand Forks, East Grand Forks, & Region, they immediately simplify their charitable giving. We do the work. They get the Credit.

**Our fees support staff time for:**

- ❖ Managing funds
- ❖ Reviewing grant applications
- ❖ Processing grant payments
- ❖ Serving as a catalyst in researching and addressing new and emerging community issues.

**Fees also cover:**

- ❖ Publication of an annual report
- ❖ Preparation of an annual independent audit
- ❖ Oversight of investment performance

Board members serve without compensation.

Occasional expenses directly attributable to a particular fund (legal fees, awards, special publicity, etc.) are charged directly to a fund. Investment managers also charge a fee, which averages .08% of market value. Fees are calculated quarterly based on current market values.

**Permanent Funds**

Annual Fees

Designated Funds:	1%
Donor Advised Funds:	1%
Community Trust Funds:	1% of market value
Field of Interest Funds:	1.5% of market value
Scholarship Funds:	1.5% of market value

**Pass Through Funds**

Fees

Donor Advised:	1.25%
Organizational:	50% of Interest, minimum \$10 a month Development staff support charged at 2-5%
Fiscal Agent:	6%

**Supporting Organizations**

Annual Fees

1% on the first \$1million in market value
.5% on market values of \$2-5 million
.25% on market values of \$5-\$10 million
.125% on market values of more than \$10 million

**Gifts of Real Estate**

Fees --TBD

## Organizational Endowment Funds

An Organizational Endowment Fund is a permanent fund managed by the Community Foundation of Grand Forks, East Grand Forks & Region that generates annual income for a non-profit organization. In addition to providing strong financial management, the Community Foundation also works to help the organizations build these endowments.

### Primary Benefits for Establishing an Endowment Fund with the CF:

- ❖ CFGF/EGF accepts many types of assets as additions to your fund such as cash, stocks, bonds, real estate, and other unusual assets.
- ❖ CFGF/EGF will serve as your organization's partner to help build its endowment fund. CFGF/EGF's staff has the experience and training to expedite planned and other complex gifts.
- ❖ CFGF/EGF's staff will handle all administrative and financial management duties associated with the fund, including quarterly written reports, so your staff and volunteers do not have to.
- ❖ The investment committee of CFGF/EGF's board monitors the work of the investment managers, freeing time for your board to focus on planning and development.
- ❖ Separating your endowment from other assets ensures resources will be available to meet future needs of the organization.
- ❖ Pooled funds allow for cost-effective access to high-quality investment management.

### What Services are Available to Assist the Organization in Building Its Endowment?

- ❖ Support in developing a planned giving program, including a print collateral and planned giving resources (books, periodicals, websites).
- ❖ Roundtable Meetings held to offer important discussions and educational opportunities in key areas.
- ❖ An individual page on CFGF/EGF's website for your organization's endowment fund with on-line contribution capability ([www.gofoundation.org](http://www.gofoundation.org)), and a listing in an annual mailing to CFGF/EGF donors.
- ❖ If requested, an annual visit by CFGF/EGF's Executive Director to your organization's Board meeting, to further explain the mission of CFGF/EGF and answer any questions the Board may have.

### What Fees are Associated with an Endowment Fund?

- ❖ An annual administrative fee of 1%, plus actual investment management fees, charged to the fund quarterly.

### Who is Eligible to Establish an Endowment Fund?

- ❖ Any 501(c)(3) non-profit organization.
- ❖ An Organizational Endowment Fund requires a \$10,000.00 opening balance, excluding pledges.
- ❖ Following the establishment of the fund, contributions can be made at any time.

**CHOOSE THE GIFT OPTION THAT MATCHES YOUR GOALS**

<b>Your gift</b>	<b>Bequest</b>	<b>Revocable living trust</b>	<b>Outright gift of cash</b>	<b>Outright gift of securities</b>	<b>Outright gift of personal property</b>	<b>Gift of life insurance</b>	<b>Gift of retirement assets</b>	<b>Gift of real estate</b>	<b>Retained life estate</b>	<b>Charitable remainder unitrust</b>	<b>Charitable remainder annuity trust</b>	<b>Charitable gift annuity</b>	<b>Charitable lead trust</b>
<b>Your goal</b>	Defer a gift until after your lifetime	Make a revocable gift during your lifetime	Make a quick and easy gift	Avoid tax on capital gains	Share your enjoyment of a collection or other personal item	Make a large gift with little cost to yourself	Avoid the twofold taxation on IRAs or other employee benefit plans	Avoid capital gains tax on the sale of a home or other real estate	Give your personal residence or farm now, but continue to live there	Create a hedge against inflation over the long term	Secure a fixed and often increased income	Supplement income with a guaranteed, fixed amount that is partially tax free	Reduce gift and estate taxes on assets you pass to children or grand-children
<b>How to make the gift</b>	Name us in your will (designate a specific amount, a percentage or a share of the residue)	Name us the beneficiary of assets in a living trust	Simply write a check or make a cash donation now	Contribute long-term appreciated stock or other securities	Donate tangible personal property related to our exempt function	Contribute a life insurance policy you no longer need and/or name us as beneficiary	Name us as the beneficiary of the remainder of the assets after your lifetime	Donate the property to us, or sell it to us at a bargain price	Designate of your home to us, but retain occupancy	Create a trust that pays a fixed percentage of trust's assets as revalued annually	Create a charitable trust or a charitable gift annuity* that pays you a set income annually	Enter a charitable gift annuity* contract with us that pays a guaranteed income annually	Create a charitable trust that pays fixed or variable income to use for a specific term of years; principal is retained for heirs
<b>Your benefits</b>	• donation is exempt from federal estate tax	• you maintain control of the trust for your lifetime	• immediate income tax deduction • possible estate tax savings	• immediate charitable deduction • avoidance of capital gains tax	• charitable deduction based on the full fair market value	• current income tax deduction • possible future deductions through gifts to pay policy premiums	• allows less costly assets for your heirs	• immediate income tax deduction • reduction or elimination of capital gains tax	• valuable charitable income tax deduction • lifetime use of residence	• receive a variable income for life • immediate income tax charitable deduction	• immediate income tax deduction • fixed income for life, often at higher rate of return	• current and future savings on income taxes • stable income for life	• reduces your taxable estate • your family keeps the property, often with reduced gift taxes

\*Not available in some states nor from some institutions



# Community Foundation Family of Funds

## Organizational or Field of Interest Funds:

Aneta Parkview Health Center Fund  
ArtWise Fund  
Campbell Library Literacy Fund  
Circle of Friends Humane Society Fund  
Community Violence Intervention Center Fund  
Development Homes, Inc. Fund  
Empire Arts Center Fund  
Families First Fund  
First Night Greater Grand Forks Fund  
Forks Handicapped Club Fund  
Friends of Downtown Fund  
Friends of the Greenway Fund  
Grand Forks County Historical Society Fund  
Greater Grand Forks Community Theatre Fund  
Greater Grand Forks Senior Citizens Association Fund  
Greater Grand Forks Symphony Fund  
Human Rights Endowment Fund  
Koinonia Ecumenical Spirituality Center Fund  
North Dakota Association for the Disabled Fund  
Project Advancing Literacy Fund –  
Grand Forks Library  
Summer Performing Arts (SPA) Program Fund  
Valley Memorial Foundation Fund  
Women's Fund  
Y Family Center Community Fund  
Youth Orchestra Fund  
Zion United Methodist Endowment

## Scholarship Funds:

Alerus Financial Scholarship Fund  
East Grand Forks Rotary Club Scholarship Fund

## Designated Funds:

Keith & Maxine Driscoll Sacred Heart Fund  
The Blanche Evenson Gift Fund (Benefits  
Christus Rex Campus Ministry,  
Northlands Rescue Mission,  
The Salvation Army and  
University Lutheran Church)  
Chamber of Commerce Leadership Fund  
Home of Economy Fund  
Charles Hurley Memorial Fund  
Lommen Fund of the United Way of  
Grand Forks, East Grand Forks and Area  
Mike Maidenberg Leadership Fund  
Operation Good Samaritan Fund  
Oral Health Fund (Benefits Valley Community  
Health Center Dental Clinic)  
Harry Romberg Memorial Fund (Benefits  
the GF County Historical Society)  
Redmann Family Fund (Benefits Aneta Park  
view Health Center's staff training)  
The Wellness Center Fund (Benefits the YMCA  
and the GF Park District)

## Donor Advised Funds:

Dave, Mary Gail, Eric & Alison Homstad  
Family Fund  
Derrick and Tara Johnson Fund  
Hansen Family Fund  
Loyland-Asbury Grandson Fund  
John S. and James L. Knight Foundation  
Donor Advised Fund  
Mark Loeslie Memorial Fund  
Mary Loyland Fund  
Mike and Kitty Maidenberg Fund  
Steve and Melissa Kuhlman Family Fund  
Peabody Family Fund  
Wells Fargo Donor Advised Fund

## Community Funds:

Community Foundation Fund  
Community Foundation Operation Endowment  
Founders and Directors Fund  
Community Opportunity Fund

**For questions or more information,  
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