

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE OHIO LIONS FOUNDATION HELD AT THE OHIO STATE SCHOOL FOR THE BLIND, COLUMBUS, OHIO, ON AUGUST 5, 2006 AT 9:00 A.M.**

The regularly scheduled first quarter meeting of the Board of Trustees of the Ohio Lions Foundation, an Ohio nonprofit corporation, was held at the Ohio State School for the Blind, Columbus, Ohio, on Saturday, August 5, 2006, pursuant to timely written notice given to all trustees.

Present:

|                     |                  |
|---------------------|------------------|
| Harold Merkle       | Trustee Dist. A  |
| Gary Garrett        | Trustee Dist. B  |
| Tom Kirkbride       | Trustee Dist. D  |
| Hank Kies           | Trustee Dist. E  |
| Jeffrey W. Brantner | Trustee Dist. F  |
| Tom Cahoon          | Trustee Dist. G  |
| Dick Weimer         | Trustee Dist. H  |
| James Faust         | Trustee Dist. J  |
| Larry Roberts       | Trustee Dist. K  |
| Eileen Long         | Trustee-At-Large |

|                   |  |
|-------------------|--|
| Guests: Rob Murry | Liaison to the James and Betty Coffey<br>Scholarship Res. Fund Advisory<br>Committee |
| Steve Tyo         | Deputy District Governor, Dis. K   |

The meeting was called to order by the President at 9:00 P.M.

- 1- Rob Murry, Liaison to the James and Betty Coffey Scholarship Res. Fund Advisory Committee, presented a report on the James and Betty Coffey Scholarship Program.
- 2- The Secretary presented the draft of the minutes of the last meeting of the Board of Trustees held on May 19, 2006. The Secretary noted a correction in Item 8 of the draft of the minutes. Upon motion by Trustee Kies, seconded by Trustee Faust, the minutes, with the corrected of Item 8, were approved as submitted.
- 3- The Secretary advised the Trustees that there existed a vacancy on the Board resulting from the death of Trustee Elmer Mundy, Sub-District D Trustee, and that pursuant to the provisions of Section 3.7 of the Code of Regulations, "*a vacancy caused by the death of a Trustee may be filled by the Board of Trustees upon the recommendation of the District Governor of the sub-district from which the Sub-District Trustee, whose office is vacant was elected.*" The Secretary reported that the District Governor of District D recommended that Tom

Kirkbride be appointed as the successor to fill the vacancy caused by the death of Trustee Elmer Mundy. Upon motion by Trustee Merkle, seconded by Trustee Roberts, the following resolution was unanimously adopted:

**RESOLVED**, that Tom Kirkbride be, and he hereby is, appointed as Trustee to fill the vacancy caused by the death of Trustee Elmer Mundy to serve for the unexpired term as Trustee from Sub-District D.

- 4- The Secretary next presented a written report to the Board of Trustees containing the following:
- a. Income Statement for the Fiscal Year Ended 06/30/2006 (Preliminary)
  - b. Pie Chart of Grants and Expenses for the F.Y.E. 06/30/2006
  - c. Supporting Schedules to the Income Statement F.Y.E. 06/30/2006
  - d. Balance Sheet as of June 30, 2006 (Preliminary)
  - e. Pie chart of Contributions by Fund for the F.Y.E. 06/30/2006
  - f. Analysis of Fund Balances as of June 30, 2006 (Preliminary)
  - g. Pie Chart Summary of Contributions by Sub-District for F.Y.E. 06/30/2006 (Preliminary)
  - h. Table- Interim Summary of Donations by Sub-District for F.Y.E. 06/30/2006
  - i. Detail Report (Confidential) of Contributions Sorted by Sub-District F.Y.E. 06/30/2006
  - j. Table of Low Vision Matching Grants
  - k. Disaster Relief Procedures

Upon motion by Trustee Cahoon, seconded by Trustee Faust, the report was accepted and approved.

- 5- The Secretary next presented the Foundation's Report to the Ohio Lions Council of Governors, copies of which were distributed to the Trustees.
- 6- The Secretary next presented an Income Statement By Fund for F.Y.E. 06/30/2006 (Preliminary). Upon motion by Trustee Kies, seconded by Trustee Weimer, the report was accepted and approved.
- 7- The Secretary next presented copies of the ledger through August 4, 2006, for the General Account (Star Bank checking account).
- 8- The President announced that the next order of business was the election of officers for the fiscal year ending June 30, 2007. Upon motion by Trustee Kirkbride, seconded by Trustee Cahoon, the following resolution was adopted unanimously:

**RESOLVED**, that the following persons be, and they hereby are, elected to the offices set forth opposite their respective names:

|                               |                     |
|-------------------------------|---------------------|
| President                     | Gary Garrett        |
| Vice President                | Harold L. Merkle    |
| Secretary                     | Jeffrey W. Brantner |
| Treasurer                     | Dan Lester          |
| Assistant Secretary Treasurer | James Faust         |
| Webmaster                     | Dan Lester          |

9- The Trustees next discussed the operational difficulties associated with the fact that a disproportionate portion of the total contribution income is received during the months of January, February and March, and that a high volume of grant requests and requests for plaques are likewise received during that same period. Upon motion by Trustee Long, seconded by Trustee Kies, the following resolution was unanimously adopted:

**RESOLVED**, that the following policies be adopted:

**Policy Regarding Processing of Donations**

While we endeavor to acknowledge and process donations as quickly as possible and to provide current reports for the district and state conventions, with the limited resources of our all-volunteer staff we are simply unable to process the high volume of transactions which occur during February, March and April of each year as quickly as we would like. In order to insure that your donations are appropriately reflected in the annual reports, donations should be received by the Foundation by February 1<sup>st</sup>. Donations received after February 1<sup>st</sup> may not be processed until after April 15<sup>th</sup> and may not be reflected in the annual convention reports.

**Policy Regarding Grant Application Schedule**

1- New grant applications (other than disaster relief grants and grants from advised restricted funds) must be submitted to the Secretary at least two weeks prior to the next scheduled board of trustees meeting. Grant applications which are submitted timely will be forwarded by the Secretary to the Grant Advisory Committee for review and presentation at the upcoming trustees meeting. Board of Trustees meetings are scheduled for the remainder of the current fiscal year as follows:

Sunday, November 5, 2006 (the day of the Ohio Lions Fall Conference).

Saturday, January 27, 2007.

Friday, May \_\_\_\_, 2007. (The Ohio Lions State Convention).

Applications received less than two weeks prior to a board meeting will be carried over until the following board meeting.

2- Applications for grants from advised restricted funds must be submitted by the fund advisory committee to the Secretary. Applications received between board meetings will be circulated by the Secretary among the Executive Committee for review and approval.

3- Applications for disaster relief grants may be submitted at any time through the sub-district trustee or the Secretary. See the Ohio Lions Foundation Disaster Relief Procedures Memo for more information.

4- Applications for grants from support-type or operating-type restricted funds (including requests for grants to supported charitable organizations and requests for payment of operating expenses to be paid from operating-type restricted funds, such as individual eye care cases, speech and hearing grants, and sensory garden maintenance) and orders for Founders Plaques must be submitted by February 1, 2007 in order to be processed prior to district conventions. Applications for grants and requests for plaques and disbursements received after February 1<sup>st</sup> may not be processed until after April 15<sup>th</sup>.

10- The Trustees next discussed the budget for the fiscal year ending June 30, 2007. Upon motion by Trustee Kies, seconded by Trustee Faust, the following budget was adopted and approved.

**BUDGETED GRANTS AND EXPENDITURES FOR FISCAL YEAR ENDING  
 JUNE 30, 2007**

|   | <u>No.</u> | <u>Amount</u> | <u>Total</u> |
|---|------------|---------------|--------------|
| <b>Pre-School Vision Screening Block Grants</b> | 3          | \$3,000.00    | \$ 9,000.00  |
| <b>Low Vision Reader Matching Grants:</b>       | 5          | \$1,200.00    | \$ 6,000.00  |
| <b>Helen Keller Scholarships:</b>               |            |               |              |
| Bowling Green State University                  | 1          | \$2,750.00    | \$ 2,750.00  |

|   |           |            |                           |
|---|-----------|------------|---------------------------|
| Cleveland State University  | 1         | \$2,750.00 | \$ 2,750.00               |
| Ohio State University   | 4         | \$2,750.00 | \$11,000.00               |
| Ohio University   | 1         | \$2,750.00 | \$ 2,750.00               |
| Wright State University   | 2         | \$2,750.00 | \$ 5,500.00               |
| University of Cincinnati  | 1         | \$2,750.00 | \$ 2,750.00               |
| Youngstown State University                                       | <u>1</u>  | \$2,750.00 | <u>\$ 2,750.00</u>        |
| <b>Total Helen Keller Scholarships:</b>                           | <u>11</u> |            | <u><u>\$30,250.00</u></u> |
| <br>  |           |            |                           |
| <b>Disaster Relief Grants (Reserve)</b>                           |           |            | \$35,000.00               |
| <br>  |           |            |                           |
| <b>Administrative Expenses (postage,<br/>photocopying, etc.):</b> |           |            | <u>\$ 4,000.00</u>        |
| <b>Total budgeted expenditures:</b>                               |           |            | <u><u>\$84,250.00</u></u> |

- 11- The President next announced the appointment of the following committees:
- Internal Audit Committee:** Trustees Weimer, Faust and Lester.
- Grant Review Committee:** Trustees Merkle, Cahoon, Roberts, Kies; Pres. Garrett Ex-officio member.
- Investment Advisory Committee:** Trustees Lester, Kies, Weimer; President Garrett ex-officio member.
- 12- The Trustees next discussed a grant request from the Winton Hills Medical and Heath Center, Inc. Upon motion by Trustee Cahoon, seconded by Trustee Kies, the grant request was referred to the Grant Review Committee for review.
- 13- The Secretary informed the Trustees that he would be preparing the Annual Campaign Letter by the middle of August and that he would distribute copies to the trustees (in both Adobe® and Word® formats) via e-mail.
- 14- The Secretary also informed the Trustees that he would be ordering a new supply of stationary, envelopes, and four-part acknowledgment forms.
- 15- The trustees approved the design for the plaques to be awarded to the OLF Charter Trustees (and in the case of deceased trustees, to be awarded to their spouse and or family), and authorized the Secretary to confirm the order.
- 16- The President announced that continuing with the long-standing practice of the Foundation, the regularly scheduled second quarter meeting would be held on Sunday, November 5, 2006, at 9:00 A.M., at the site of the Ohio Lions Fall Conference.

- 17- The President further announced that the third regular quarter meeting of the Board of Trustees would be held on Saturday, January 27, 2006, at 10:00 A.M. at the office of the Secretary.
- 18- There being no further business before the Trustees at this time, the meeting was adjourned.

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Jeffrey W. Brantner, Secretary

ATTEST:

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Gary Garrett, President