

## Bess Spiva Timmons Foundation, Inc.

47th Annual Executive Board Meeting

Friday, October 11th, 2013

7:00 pm

The 46th annual meeting of the board of directors of the Bess Spiva Timmons Foundation, Inc. was held in the Embassy Suites Hotel in Nashville, Tennessee. President Weeks called the meeting to order at 7:00 PM.

President Weeks announced that the foundation must review 125 proposals during the 2013 annual meeting. All approved proposal packets were handed out to Timmons Foundation general members for review on this evening. Following the distribution, the executive directors of the foundation met to discuss annual news at approximately 7:30 PM.

The following executive directors and committee members of the foundation were present for this meeting:

Cathy Weeks, President  
Timothy Spears, Treasurer  
Gregory Timmons, Secretary  
Dana Whitby, Vice President  
Jennifer Svacina, Committee  
Sarah Timmons, Committee  
Bryna Majidi, Committee

The following supporting contributors were also present:

Douglas Hauser  
Sandra L. Eichhorn

President Weeks announced that she would be resigning from her longtime Presidential position within the Foundation. Executive member Gregory Timmons nominated Dana Whitby and Bryna Majidi as potential candidates for the job. Bryna Majidi showed interest and the executive membership proceeded to vote on the new slate of officers.

The nominating committee approved the slate of officers for the upcoming year, which included only one change, the position of President. The elected executive board members are reflected as follows:

President:	Bryna Majidi
Vice President:	Dana Whitby
Treasurer:	Timothy Spears
Secretary:	Gregory Timmons

This group of committee members, directors and supporting contributors discussed a variety of topics including:

- There has historically been an unwieldy number of applicants and a distinct disconnection between applicants and members, making organizing and funding all of them confusing, time consuming and distant. This topic has been an ongoing struggle for a few years, so the executive board members agreed that changes should be made now, rather than waiting another year. The committee decided that it would make most sense

to focus on organizations that foundation members personally support before any unfamiliar applicant packets are funded. This requires participation from the general membership, which should be the goal of all of the general members from now on. Each member is requested to find Code Section 501(c)(3) organizations they wish to help.

To help make the process easier, there were a few methods that were brainstormed, some of which were voted upon and implemented. These include the following:

1. Personally advocate relationships with local and regional 501.3c organizations (favorably voted for with a deadline of June 15<sup>th</sup> of each year, which is half a month in advance from the general deadline of July 1<sup>st</sup> for priority over random applicants)
  2. Geographically narrow applicants to active member states only, which would be a solution to the antiquated rule of only accepting applications from organizations west of the Mississippi. (not voted for due to potential complications on our website, keeping updated on each board members residency and explaining our geographically driven rules to potential out-of-state applicants)
  3. Numerically limit the applications to a set amount (favorably voted for with a maximum of 100 applications per annual meeting)
  4. Shorten the amount of time per year that the applicants have to submit their packets. (favorably voted for with a deadline on July 1<sup>st</sup> of each year)
  5. Cutting off sentimental funding to organizations that no longer have a direct relationship with a current member. (not voted into effect simply due to mixed feelings on sentimental funding, although a reduction from directly providing full funding to partial funding was widely accepted)
  6. Limiting the types of 501.3c organizations that the foundation funds.
- The differences between general membership and executive members were discussed. The executive committee should deal with everything besides making decisions on giving out grants, while providing governing rules to the general members. They figure out when and where meetings should take place, vote on changes to the bylaws in order to reflect the Foundation's mission statement and goals, as well as review and shift membership statuses from active to inactive. General members are required under the terms of the by-laws to attend a certain number of membership meetings and vote upon which applicant receives money and how much money they receive in order to maintain active status.
  - Postcards will be sent along with the checks, acceptance and denial letters to inform the 2013 applicants of the new deadlines in effect as of 2014. This deadline is July 1<sup>st</sup> of each year. Board members who personally find and build relationships with 501.3c organizations should be held responsible to get their organization's application to the President by June 15<sup>th</sup> in order to benefit from being automatically chosen for review.
  - The reimbursement policies were not reviewed in depth, rather agreed upon that they would be broken down in more detail to become a 2014 topic. Doug mentioned that the IRS looks closest at the difference between giving versus internal spending. The foundation has historically spent no more than 1.2% of the Foundation's asset base annually on administration, transportation, and meeting costs. This is well within acceptable standards, and should not be an issue the future as long as internal spending does not excessively increase. Regardless, therein lies the importance of proper reimbursement policy and documentation. For reference, the 2012 year notes on reimbursement policies is included below:

Reimbursement policies were also addressed. Eventually, a written policy should be officially used to describe what can be refunded and what can't be refunded to participating members. This document will not be complex, rather the point is to have the policies firmly stated somewhere where all members can access it. This could either be distributed or placed as a PDF file on the website. It will explain how many nights the foundation will refund each member for, what kind of transportation is covered, who is included for dinner as well to make sure to inform the Treasurer in case anything out of the ordinary occurs. The executive committee approved this reimbursement policy and the physical document will be developed further in the near future.

- It was suggested that new photos and news pertaining to family and the foundation should be included in the private sector of the website. The password should also be changed to ensure that only current members are able to access the information. This, however, never became a topic during the Saturday meeting.
- A rotational setup for the foundation annual meetings has also been voted upon and approved by the executive directors. This would include planning a meeting in a new time zone each year to better represent the geographical span of membership across the United States.
- Doug recommended two amendments to the bylaws of the foundation. These include allowing the bank to look over and collect income and payment information or documents from the Foundation to streamline legal processes and to include email and electronic communication to the members as acceptable, binding forms of communication between foundation members (rather than relying solely first class and registered mail, as it was stated prior to the 2013 meeting).
- Financial Adviser Douglas Hauser advised the board that the grant target for this year should be set between \$122,700 and \$145,500. The committee motioned to give a target amount of \$145,000, which was then voted on and approved by the executive members.

**Reminders:**

If any active member misses three consecutive years they will be transferred to an inactive status. Reinstatement of an active status will therefore need to be voted on by the directors as well as members to become approved.

Any member with a lost or outdated membership notebook should contact Douglas Hauser. An updated notebook will be provided. Please contact Douglas Hauser directly by either email ([doug.j.hauser@usbank.com](mailto:doug.j.hauser@usbank.com)) or phone (1-417-625-3264).

The 2014 meeting will be held on October 11<sup>th</sup> and 12<sup>th</sup> in Orlando, Florida and will be planned by Bryna Majidi.

The 2015 meeting will be held in Santa Monica, California. It has also been suggested in the past that the people planning the annual meeting should give a list of the active members to the hotel event coordinator for their future reference. The person planning the meeting is also required to be a mentor for the person planning the following year, unless that person has had previous experience in doing so.

The board meeting was adjourned at 8:50PM.

Gregory G. Timmons  
Secretary

## Bess Spiva Timmons Foundation, Inc.

47th Annual Meeting

Saturday Session

October 12<sup>th</sup>, 2013

9:00 am

The 47th annual meeting of the Bess Spiva Timmons Foundation, Inc. was held at the Embassy Suites Hotel in Nashville, Tennessee.

The following directors and members of the corporation were present:

Elizabeth Grossman

Louise Spears

Timothy Spears

Steve Weeks

Gregory Timmons

Monita Kelsey

Pen Timmons

Chris Svacina

Dana Whitby

Cosmo Spears

Armand Majidi

Sarah Timmons

Bryna Majidi

Jill Larson

Darwin Larson

Holly Donahue

Cathy Weeks

Jennifer Svacina

Darci Spillman

Gary Timmons

Jonathan Whitby

Susan Timmons

Jacob Donahue

Eric Darwin Larson

The following supporting contributors were also present:

Douglas Hauser

Sandra L. Eichhorn

President Weeks called the meeting to order at 9:03 AM.

President Weeks announced that she would be resigning as president in addition to the proposed 2013-2014 state of officers. She also motioned a vote from the members to accept the officers. They are as follows:

President:

Vice President:

Secretary:

Treasurer:

Bryna Majidi

Dana Whitby

Gregory Timmons

Timothy Spears

Directly proceeding the voting and approval of the new executive lineup, President Weeks reviewed all of the bulleted points listed above in the Friday night executive meeting document.

The 2013 minutes were approved under the condition that Sarah Timmons would be added to the Saturday meeting and that one instance of Dana Whitby's name be corrected from her maiden name to her married name.

Tim presented a detailed review of family giving.

Doug and Sandra gave a thorough report of the financial standing of the foundation. Sandra stated that she has opted to remain conservative with the foundation's investments due to the unpredictable economic and political environment that we're currently experiencing. Doug shared that we've seen substantial gains since the hardships of the 2008 recession which would allow the foundation to award more to the charitable organizations.

President Cathy Weeks announced our target amount of \$145,000 and set voting in motion.

10:05 AM: 10 minute break

10:15 AM: Applicant review process began

12:00 PM: Lunch Break

1:00 PM: Packet review process continued

Foundation members and directors presented grant proposals. After review and written ballot, the following grant recipients were selected:

Alice Lloyd College	Student Work Program	\$2,500
Arizona Diabetes Foundation	Prescription Care Seminar	\$1,500
Arizona Outdoor Adventures	2014 Camp Season	\$2,000
Assistance League of Bellingham	Scholarship Program	\$1,500
Assistance League of Everett	Operation School Bell	\$2,500
Assistance League of Seattle	Operation School Bell	\$1,000
Bohart Museum of Entomology	Digital Displays	\$2,000
Cabool Development Foundation	Medical Equipment	\$3,000
Canolo	Computer Equipment	\$2,500
Cardinal Ritter Senior Services	Social Service Case Management	\$2,000
Caring Ministries	Loading Dock Upgrades	\$5,000
Crimson House	Salms and Symposia	\$3,000
Christians Addressing Family Abuses	Kids Connecting	\$5,000
Community Health Center	Digital Dentistry	\$6,000
Community Health Clinic of Joplin	Glucose Monitors and Test Units	\$1,000
DCAT - Development Center for Appropriate Technology	Bushing Sustainability	\$2,000
Donnelly College	Scholarship Aid	\$4,000
Feather River College Hatchery	Project Fish	\$1,000
Flagstaff Shelter Services Health Clinic	Prescription Medications for Homeless Men and Women	\$2,500
Forest ReLeaf of Missouri	Joplin Priority ReLeaf Trees	\$3,000
Friends of Saguaro National Park	Cacti, Tortoises & Petroglyphs	\$3,000
Friends of the Children of King County	Enabling Vulnerable Children to Achieve School Success	\$2,500
Gabriel's Angels	Pet Therapy Program	\$2,000

Grossland Heritage Foundation	Rolling Prairie Learning Lab	\$2,000
Humane Society of Southern Arizona	Indigent Care Program	\$1,000
Huntington's Disease Society Of America	Pamphlet for Family Guide Series	\$5,000
Interfaith Community Services	Senior Caregiving/Mobile Meals	\$1,500
Jefferson County Rescue Mission	Food and General Expenses	\$1,500
Komak	Direct Client Support	\$3,000
Linn County Child Victim Assistance Center, Inc.	Waiting/Therapy Room Upgrades	\$2,500
Magie Jungle Wildlife Preserve	New Wildlife Living Habitat	\$2,500
Mayer Elder's Club	Plumbing Repair Project	\$1,500
Missouri Colleges Fund	Outstanding Teacher Scholarship	\$1,500
Native Needs/SEARCH	Native Seed Community	\$2,000
Nature Conservancy in Kansas	Video Project with KU	\$2,000
New Pathways for Youth, Inc.	Mentoring Program	\$1,000
Northland Hospice and Palliative Care	Hospice Home Patient Assistance	\$2,500
Ozanam	Special Education	\$750
Parenting Now*	Parenting: The First Three Years	\$2,000
Payson Multipurpose Senior Center Development Association, Inc.	Transportation Outreach Program	\$1,000
Portland Youth Builders	Transitions to Independence	\$2,000
Project Dignity	Feed the Need	\$1,500
Salvation Army of Joplin	The Efficient Kitchen	\$1,500
Scarslipity Center	The School Safety Initiative	\$3,000
Shoes That Fit	Back-to-School Shoe Project	\$2,000
Sierra Hospice	Camp HUG	\$1,000
Sisters of the Road	Together at the Table	\$2,000
Store to Door	Grocery Service to Seniors	\$3,000
Texas County Memorial Hospital Healthcare Foundation	Intubation Scopes	\$2,400
Trauma Intervention Program	General Operating Support	\$2,500
UC-Cumberland College	Scholarship Program	\$2,500
Volunteers of America	Education and Scholarship Program	\$2,000
Wings of Hope	Medical Relief and Air Transport	\$3,000
You Are Special	Purchase of Freezer and Fridge	\$2,500
Youth On Their Own	Student Living Expense Program	\$5,000
CARE 4 Paws	Companion Pet Assistance	\$2,000

Colonial Fox Theatre Foundation Sciences	\$4,000
<b>TOTAL GRANTS (51):</b>	<b>\$135,650</b>

FAMILY 2012 GIVING TOTALS

<b>Bob Timmons Family</b>	
Northern Colorado Red Cross	\$30,000
Rist Canyon Volunteer Fire Department	\$ 7,000
Call A Ride of Southlake	\$ 3,000
<b>TOTAL GIVING:</b>	<b>\$40,000</b>
<b>AVAILABLE FUNDING:</b>	<b>\$ 0.00</b>

<b>George Timmons Family</b>	
100 Club of Arizona	\$ 5,000
Ebstein's Anomaly Foundation	\$12,000
North County Educational Foundation	\$ 8,000
Yavapai Big Brothers & Big Sisters	\$10,000
<b>TOTAL GIVING:</b>	<b>\$40,000</b>
<b>AVAILABLE FUNDING:</b>	<b>\$ 0.00</b>

<b>Spears Family</b>	
Bohart Museum	\$ 5,000
The Camelo Project	\$ 2,000
Caring Ministries	\$ 1,000
Christians As Family Advocates	\$ 7,300
Colonial Fox Theater Foundation	\$ 1,000
Friends of Sagareo National Park	\$ 5,000
Komak	\$ 2,500
The Loft Cinema	\$ 2,300
Store to Door	\$ 2,400
TCMH Healthcare Foundation	\$ 8,000
Youth on Their Own	\$ 1,000
<b>TOTAL GIVING:</b>	<b>\$40,000</b>
<b>AVAILABLE FUNDING:</b>	<b>\$ 0.00</b>

Reminder

Everyone is asked to facilitate the application of a personally advocated 501.3C for the 2014 meeting. We would like to make relationships between funded organizations and the foundation more personal in the future.

The 47<sup>th</sup> annual Bess Spiva Timmons Foundation meeting was adjourned at 3:00 PM.

Gregory G. Timmons  
Secretary