

Bess Spiva Timmons Foundation, Inc.  
51<sup>st</sup> Annual Executive Board Meeting  
Hotel Andaluz  
Albuquerque, New Mexico  
Friday, September 29, 2017

The 51<sup>st</sup> Annual meeting of the board of directors for the Bess Spiva Timmons Foundation, Inc., was held at the Hotel Andaluz in Albuquerque, New Mexico. President Leia Matern called the meeting to order at 6:30pm.

The following directors of the foundation were present:

Leia Matern  
Cathy Weeks  
Bryna Majidi  
Sarah Timmons  
Beth Grossman

Allison Mardis was present as a supporting contributor from US Bank.

President Matern welcomed everyone to the meeting.

The following slate of officers was approved and will be voted upon in the Saturday Board meeting:

Leia Matern – President  
Bryna Majidi – Vice-President  
Dana Whitby – Secretary  
Monita Kelsey – Treasurer

The offices of Secretary and Treasurer have become vacant this year as Cathy Weeks and Beth Grossman are resigning their positions.

The offices of President and Vice President will remain for another year or two. The offices of Secretary and Treasurer will continue for two to three years according to past policy.

Loren Timmons was voted as an active member earlier in this year. She has requested to be placed on inactive status. Executive Board voted to place Loren Timmons on inactive membership list at this time.

Site selection for the 2019 meeting was brought into discussion. Previously, there had been suggestions to select the location of future meetings according to the time zones, as this would accommodate our geographically diverse membership. The executive committee chose two locations for the 2019 meeting to be voted on in the Saturday board meeting. They are Boston, Massachusetts, and Charlotte, North Carolina. The Vice President will be in charge of arrangements for the meeting.

Allison Mardis with US Bank provided written investment reports and a brief update of the portfolio. Overall performance has been excellent, according to Sandy Eichhorn, with changes to a few items within the account.

The investment committee included Tim Spears, Darwin Larson, Steve Weeks and Chris Svacina. Steve and Chris are currently the only remaining members of this committee. There have been difficulties in the past few years with scheduling of meetings via conference calls and it is suggested that we discuss with members regarding their interest in continuing with this committee.

Target amount of grants to be awarded during the membership meeting will be between \$164,000 and \$180,000. \$175,000 was determined by the executive committee to be the target amount for grant proposal giving this year.

There was discussion regarding donating a portion or all of the excess funds from family giving to disaster relief. This has been done a few times in the history of our foundation. According to Allison, permission will need to be provided from the family prior to distribution. This would need to be put in the minutes for documentation. Allison would also need an email from the Treasurer and President regarding the distribution.

There is some discussion regarding limiting time for family giving from January to September 1<sup>st</sup> prior to the meeting, as this will be helpful for preparation of the meetings. It is also understood that often times, this is not possible. This was voted upon and accepted. All family giving will be accepted between time frame of January 1 to September 1. This will begin January 1, 2018. Communication to the President is emphasized if a board member needs additional time.

Sarah proposed that the unused amount of family giving be an option for discretionary funding to disaster relief and be determined by the executive committee. This will not be mandatory every year. The executive committee members are encouraged to prepare for discussion at the annual executive committee meeting with suggestions for possible funding. Proposal was voted and approved by executive committee.

There are 161 proposals for review this year. President Matern suggested that we limit the amount of proposals to 120 with the deadline of July 1<sup>st</sup>. Family members will be able to add additional proposals up to the September 1<sup>st</sup> deadline. Again, communication is encouraged with the President. The limiting of 120 proposals was voted on and approved by executive committee members with submission time between January 1<sup>st</sup> to July 1<sup>st</sup>.

President Matern also suggests an addition to the application form on the BST Foundation website. She suggests that a line in bold, be added to the top of the application regarding the need to include all requested items when organizations apply. This includes organizations that have already been under consideration for

funding in the past. Without the required supportive documents, organizations will not be considered for funding.

Jacob Donahue will discuss the BST website along with log in details during Saturday's meeting with the membership.

The US Bank is no longer the Private Client Group. It is now known as Wealth Management and this needs to be reflected on BST Foundation website.

There was discussion regarding guests for the Saturday night dinners following the board meeting. It was decided that our foundation would only pay for active members, spouses, children and those doing a service for foundation (i.e.; bank representative or someone that is babysitting for all children of active members).

It was determined that there will be a reassignment of our portfolio manager through US Bank. Allison will work towards determining the best fit for our foundation.

The executive committee encouraged all past presidents to be present for Friday night executive meetings and would welcome their guidance.

President Matern adjourned the meeting at 8:40pm.

Cathy Weeks  
Secretary

Bess Spiva Timmons Foundation, Inc.  
51<sup>st</sup> Annual Meeting  
Hotel Andaluz  
Albuquerque, New Mexico  
Saturday Session  
September 30, 2017

The 51<sup>st</sup> annual meeting of the Bess Spiva Timmons Foundation, Inc., a Missouri not for profit corporation was held at the Hotel Andaluz in Albuquerque, New Mexico, on Saturday, September 30, 2017.

The following directors and members of the corporation were present:

Leia Matern	Jonathon Whitby
Cathy Weeks	Jill Larson
Bryna Majidi	Darwin Larson
Armand Majidi	Monita Kelsey
Steve Weeks	Sarah Timmons
Darci Spillman	Holly Donahue
Beth Grossman	Tim Spears
Gregory Timmons	Louise Spears
Dana Whitby	Susan Timmons

Allison Mardis was present as a supporting contributor from the US Bank.

President Matern welcomed everyone to the meeting. She passed around a copy of membership list and family tree for review and update. These will be included on the foundation website.

Jacob Donahue revised the foundation website. The login and password was provided to the members. Included on the website is the total amount of giving and number of organizations that have been helped as of 2010. The reimbursement form for meetings is also on the website. Jacob was thanked for his work on the website.

President Matern announced that we will be finding a new portfolio manager from the US Bank. Also, the bank will be distributing the checks for funding as well as the rejection letters, instead of the treasurer as was the procedure last year.

There are over 160 proposals this year.

When members are presenting proposals, it is suggested that they disclose if they are a member of the board for that particular organization.

The slate of officers for 2018 was voted and approved and is as follows:

President – Leia Matern  
Vice President – Bryna Majidi  
Treasurer – Monita Kelsey  
Secretary – Dana Whitby

The offices of President and Vice President will remain for another year with the offices of Treasurer and Secretary to remain for 2-3 years.

Susan Timmons reminded members that there will be a written ballot if there is more than one person interested in an office.

Update from Executive Committee:

Past presidents are invited to the Friday night Executive Committee for support and guidance. President Matern also thanked the past presidents for their contributions.

Guideline to limit proposals from January 1 to September 1<sup>st</sup> for family giving as well as those proposals brought to meeting for review.

If there are excess funds/leftover funds from family giving, the executive committee will have discretion to utilize for disaster relief. This year, there was only \$59,000 used for family giving.

It was decided to cap the number of proposals to 120 as of the July 1st deadline. This does not include the proposals from members. The deadline for these will be September 1<sup>st</sup>.

Proposals will be required to include all requested documents at the time of application for consideration. This information as well as the July 1<sup>st</sup> deadline will be included on the application found on the foundation website.

Foundation will pay for the Saturday night dinner for members, spouses, children and those that are working for the foundation and approved by board (i.e. babysitter for all children of family members and supporting contributor of bank).

There were questions regarding family giving. It is suggested that this be visited again during executive committee in the future.

Susan requested that any old correspondence regarding foundation be included on the website so everyone is able to view them.

Site selection for 2019 meeting is between Boston, Massachusetts, and Charlotte, North Carolina. The vice president will be in charge of planning the future meetings. Charlotte was chosen for the 2019 annual meeting.

Bryna reported on the 2018 annual meeting will be held in San Antonio, Texas. We will be staying at the Embassy Suites on the River Walk.

Allison Mardis provided family giving reports and an investment review. Us Bank is now under the wealth management instead of private client group. Sheila Oneill is Allison's assistant and is replacing Laura Rasmussen. Allison has copies of reports for anyone interested.

Target amount for giving for this year's proposals is \$175,000.

Thank you to Leia and Darci for planning this year's meeting in Albuquerque.

After review and written ballot submission from all members, the following grant recipients were selected:

<b>Name</b>	<b>Project</b>	<b>Amount</b>
Alice Lloyd College	scholarships	\$1,000
Arizona Friends of Foster Children Foundation	Fostering Success	\$1,000
ARCH	Drop-In Program	\$5,000
Assistance League of Sierra Foothills	Operation School Bell	\$1,000
Autism Society of S. Arizona	Program Support	\$2,000
Avengers Youth Mentoring	Expansion of programs	\$2,500
Big Horn Basin Foundation	3D Printer	\$1,800
Bohart Museum of Entomology	Renovating Outreach Materials	\$1,712
Bridgeway House	Social Group Program	\$2,000
Burns Recovered Support Group	Midwest Children's Burn Camp	\$1,000
CAFA	Safe Families for Children	\$5,000
Camp Barnabas	Camp Scholarships	\$2,000
Camp Encourage	Scholarships	\$1,680
C.A.R.E. 4 Paws	Spay/Neuter Outreach	\$1,000
Caring Ministries	New Walk-In Cooler	\$5,000
CASA of S. Central Missouri	Volunteer Training and mileage exp.	\$2,500
Children's Relief Nursery	Home Visiting/Outreach	\$2,500
City Insite, Inc.	B.U.I.L.D.	\$3,000
Colonial Fox Theatre	Bathroom restoration	\$3,000
Community Health Center of SE Kansas	Eye Care for Kids	\$3,800
Community LINC	Interim and Immediate Housing	\$1,500
Community Transitional School	Transportation Program	\$2,500
Diaper Bank of the Ozarks	Diapers for Babies	\$3,000
Donnelly College	Institutional Scholarship Program	\$1,000
Dreamwrights Youth and Family Theatre	Building technical tools	\$1,500

Equi-Librium Therapy Center	Sensory Outdoor Educational Trail	\$2,000
Free Arts for Abused Children of Arizona	Programs for Children	\$2,000
Friends of Saguaro National Park	Interactive Environmental Education	\$5,000
Gleaners of Clackamas County	Core Support	\$2,000
Guadalupe Clinic, Inc.	Access to Health Care	\$1,000
Gulfside Hospice & Pasco Palliative Care	Virtual Reality for Patient Care	\$4,000
Habitat for Humanity-Tucson	A Brush with Kindness	\$2,000
Habitat for Humanity of Westchester	Future Woodworkers of America	\$5,000
Happy Bottoms	Distribution Programs	\$2,000
Iza Azi Foundation	Fresh Food for Those Most in Need	\$2,800
Jason's Friends Foundation, Inc.	Brent's Place Lodging Project	\$2,000
John Brown University	Scholarship funds for nursing	\$2,000
Joplin Habitat for Humanity	A Brush with Kindness	\$2,000
KOMAK	Assist low and middle income cancer Patients	\$5,000
Lakeside 4 <sup>th</sup> Grade	Yellowstone and Grand Tetons Come Alive	\$2,000
Literacy Connects	One-to-One Reading Support	\$2,000
Marine Mammal Care Center – LA	Direct Care at Marine Mammal Center	\$1,000
Missouri College Fund	Outstanding Teacher Scholarship	\$1,000
Mobile Meals of Tucson	Special Diet Meal Delivery	\$2,000
Monarch School	Educational Supplies and Activities for K-12 Homeless	\$1,000
Needs Beyond Medicine	Relief Program Support	\$2,500
Neighborhood Houses	Building Resilient Families	\$2,000
New Pathway for Youth	New Pathways for Youth	\$1,000
Ophelia's Place	JC Partnership to Empower Youth	\$5,000
Paradise Valley Emergency Food Bank	Food4Kids Backpack Program	\$1,000
Pets Alive, Inc.	Project Transport	\$1,000
Randall Children's Hospital	Life Program Support	\$10,000
Rim County Literacy Program	RimKids Project 2018	\$1,000
Rose Haven	Advocacy Program	\$1,000
Shoes That Fit	Back-to-School and Holiday Shoes	\$1,000
Stillwell Heritage and Educational Foundation	BST Ballroom	\$4,000
Store to Door	Nourishment & Social Connections	\$2,500
Texas County Memorial Hospital	Emergency Department X-Ray Stretcher	\$6,000
The Dwelling Place	Children's Programming	\$2,000
Urban Promise Charlotte	StreetLeader Program	\$5,000
Walker's Point Youth &	Transitional and Rapid Rehousing	\$8,000

Family Services		
Warner Library	Furniture for Conference Room	\$3,426
Wesley House	Project Jumpstart	\$3,615
Wings of Hope	Medical Relief & Air Transport	\$1,000
Youth on Their Own	Student Living Expense Program	\$2,000
Public Schools of Tarrytown	Sets for Musicals	\$3,000
Loft Cinema	Hearing and Visual Equipment	\$3,000

Addendum: the officers following the meeting via email approved the 2016 minutes.

President Matern adjourned the 51<sup>st</sup> annual Bess Spiva Timmons Foundation meeting at 2:40pm.

Cathy Weeks  
Secretary