

# UUFBR ENDOWMENT COMMITTEE

## MINUTES

Date: January 19, 2022

### In Attendance

Donna Musial, Chair  
Mary Wickensheimer

Patricia Rogers, Secretary  
Jim Smith

Mitch Major

### Guests:

Brenda Smith

### Pre- Meeting Discussion:

Chair Donna Musial called the meeting to order at 7 PM. She noted that the meeting was being recorded and asked if anyone objected. There were no objections. Donna noted that she was not feeling well, and asked Patricia to chair the meeting. She also noted that she had not yet received the financials and would forward the treasurer's report as soon as she could. She is having issues with Vanguard and the transfer of responsibilities. Donna has reached out to Paul Chasse for assistance.

Donna suggested that the Committee not appoint a treasurer at this time, as there is nothing financially pressing. After discussion, the Committee agreed to have Donna continue to straighten out the situation with Vanguard. If Donna needs something specific from the Committee, she will advise it.

### Meeting:

Patricia called to order at 7 :16 PM. She asked for a motion to approve the minutes of October and November 2021. Mary asked that the October minutes be resent before review.

### Minutes:

Donna asked that the minutes be deferred to the next meeting, as not all members have had an opportunity to review the minutes. There was no objection.

**Motion:** To approve the Minutes of November 17, 2021. [Donna; seconded Mary]. Motion passed with Mitch and Jim abstaining.

The Committee will discuss the treasurer position at a future meeting.

Brenda asked if the Endowment Committee will comply with its requirements to send its report for inclusion in the Annual Report. Donna will assure this is handed.

### Endowment Committee Handbook

Patricia asked Mitch and Jim if they received an endowment committee handbook. They received a copy. Donna has a copy of Paul Chasse's book, which has copies of past Bylaws and other information. She will provide hard copies to the Committee members.

The Committee agreed to wait until a February meeting to discuss the Endowment Committee responsibilities and past history.

Brenda requested a pdf copy of the Endowment Committee handbook.

**New Business**

Brenda advised that she was attending this meeting to check the status of grant requests and wants to be invited to the April meeting to discuss the status of grant awards. She asked this be reflected in the minutes.

**Next Meeting**

Wednesday, February 9<sup>th</sup> – 7 PM -Via Zoom.

There being no business, the meeting was adjourned at 7:35 PM.

Submitted by:

Patricia Rogers  
Secretary

DRAFT