



# Rochester Hills Minutes - Draft

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## Green Space Advisory Board

*Chairperson William Windscheif, Vice Chairperson Paul Funk*

*Members: Gerald Carvey, Laura Douglas, Tim Gauthier, Lynn Loeb, Lorraine McGoldrick,  
Dahlvin Peterson, Linda Raschke  
Council Member Ravi Yalamanchi*

*Youth Representatives: Aly Difilippo, Leo Oriet, Amith Nagesh*

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Tuesday, March 24, 2009

7:00 PM

1000 Rochester Hills Drive

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### CALL TO ORDER

*Chairperson Windscheif called the Green Space Advisory Board meeting to order at 7:00 p.m.*

### ROLL CALL

**Present** 9 - Paul Funk, Gerald Carvey, Tim Gauthier, Lorraine McGoldrick, William Windscheif, Lynn Loeb, Dahlvin Peterson, Linda Raschke and Laura Douglas

*Non-Voting Members Present: Mike Hartner, Leo Oriet, Ravi Yalamanchi and Aly Difilippo [entered at 7:05 p.m.]*

*Non-Voting Members Absent: Kurt Dawson, Roger Moore, Amith Nagesh*

*Others Present: Ms. Melinda Hill, Rochester Hills resident*

*Committee Members Dawson and Moore provided previous notice they would be unable to attend and asked to be excused.*

### APPROVAL OF MINUTES

**2009-0123** Regular Meeting - February 24, 2009

**Attachments:** [022409 GSAB Draft Minutes.pdf](#)  
[Resolution.pdf](#)

**A motion was made by Loeb, seconded by Peterson, that this matter be Approved. The motion CARRIED by the following vote:**

**Aye** 9 - Funk, Carvey, Gauthier, McGoldrick, Windscheif, Loeb, Peterson, Raschke and Douglas

### COMMUNICATIONS

*Member Douglas reported that she attended a recent workshop on the "Nuts & Bolts of Running a Volunteer Work Day". A key to recruiting volunteers is to partner with other organizations. Web sites are great resources.*

*Member Oriet announced that the Rochester Hills Government Youth Council (RHGYC) is hosting a 5K run at Bloomer Park on Saturday, June 27, 2009 to benefit veterans with traumatic injuries.*

## **PUBLIC COMMENT**

*Chairperson Windscheif acknowledged that Ms. Melinda Hill, Rochester Hills resident, was in attendance.*

## **PRESENTATION**

**2009-0130** Discussion regarding Non-Profit Funds - Ms. Peggy Hamilton, Executive Director, Community Foundation of Greater Rochester

*Member Gerry Carvey introduced representatives from the Community Foundation of Greater Rochester Area: Ms. Peggy Hamilton, Executive Director and Mr. David DeSteiger, President.*

*Ms. Hamilton explained that the Community Foundation (CF) has completed its 25th year and was founded through a vision by the late Dick Huizenga, a long-time resident of Rochester. It is a 501(c)3 non-profit, multi-purpose fiscal agent recognized by the IRS and chartered by the State of Michigan to serve Wayne, Oakland and Macomb counties. Typically they do not provide fiscal services outside of the greater Rochester area because they do not wish to compete with other community foundations. The governing board of trustees consists of 15 local residents which includes an investment committee that oversees the professional money managers who invest the funds. The CF also has a membership of volunteers that serve three year terms.*

*Typically there are two types of funds:*

*\* An endowed fund is a permanent fund and held in perpetuity where only the interest earned can be used for the project.*

*\* A non-endowed fund is a non-permanent fund for a "time certain" initiative where all the funds can be used for the project.*

*Currently, the Community Foundation manages over 100 funds. The City has established a non-endowed fund that is utilized for many city initiatives. The Rochester Hills Museum, Veterans Memorial Pointe, and Van Hoosen Cemetery also established endowed and non-endowed funds.*

*The Community Foundation recently received a national certification from Council on Foundations in Washington, D.C. It is a rigorous process which demonstrates to donors that the CF has obtained the highest standards.*

*Typically it takes \$10,000 to establish a fund. Sometimes the policy can be waived to allow an organization to build the \$10,000 fund balance over time.*

*The following points were discussed:*

- \* There is a minimum charge of \$100 to establish a fund that is less than \$10,000.*
- \* The annual administrative fee is 1% of the fund balance. In addition, there is an investment fee. The CF assumes all responsibilities for donor contributions and proper accounting and reporting.*
- \* A stewardship fund should be a separate fund from the City's non-endowed initiative fund.*
- \* It was suggested to have both an endowed and non-endowed stewardship fund because GSAB properties are permanent.*
- \* The CF can accept tax dollars from the city provided the appropriate approval has been obtained.*
- \* The CF conducts an annual donor appeal, usually in November, to approximately 46,000 people.*
- \* The CF can be used to assist with grant opportunities because they hold a 501(c)3 status that is required.*

*The Board thanked Ms. Hamilton and Mr. DeSteiger for attending the meeting and appreciated the information they shared.*

**This matter was Discussed**

## **UNFINISHED BUSINESS**

**2008-0130** GSAB Administrative & Strategic Sub-Committee

*No report at this time.*

**This matter was Discussed**

**2008-0131** GSAB Communication, Promotion & Media Sub-Committee

*No report at this time.*

**This matter was Discussed**

**2008-0132** GSAB Property Nominations & Acquisitions Sub-Committee

*Member Gauthier distributed an updated nomination and acquisition log. Discussion ensued regarding the timing and challenges of grant opportunities. It was suggested to invite Mayor Barnett to discuss the City's grant acquisition*

*strategy.*

**This matter was Discussed**

**2008-0133** GSAB Stewardship & Advocacy Sub-Committee

*Member Carvey reported that the stewardship presentation was placed on hold until a determination is made regarding how millage funds can be used for stewardship preservation. Mayor Barnett will meet with John Staran, City Attorney, to obtain an opinion that defines the appropriate stewardship items for which the Green Space millage funds may be used.*

*The Board discussed the challenges of obtaining clarification on stewardship along with whether millage funds can be used for stewardship. A question was raised whether the interest earned on the millage fund can be used for stewardship. The stewardship presentation must clearly define stewardship. Stewardship will go on long after the millage expires.*

**This matter was Discussed**

**2007-0753** Update regarding any nominated properties

*No report at this time.*

**This matter was Discussed**

## **NEW BUSINESS**

*The Board discussed the new recycle bank program. The on-line screen does not show the Green Space Stewardship Fund as a choice for residents to donate points. Apparently it will take 1,025 points to submit a \$10 donation to a non-profit cause. Chairperson Windscheif will contact Mayor Barnett to determine when the Green Space Stewardship Fund will be added to the recycle bank program.*

## **ANY OTHER BUSINESS**

*Mr. Hartner informed the Board that City Council will be discussing moving their meeting start time up to 7:00 p.m. from 7:30 p.m.*

## **NEXT MEETING DATE**

*- Tuesday, April 28, 2009 - 7:00 p.m.*

## **ADJOURNMENT**

*There being no further business to discuss, Chairperson Windscheif adjourned the meeting at 8:55 p.m.*

*Minutes prepared by Denise Mertz.*

*Minutes were approved as presented/amended at the \_\_\_\_\_ 2009 Regular Green Space Advisory Board Meeting.*

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*William Windscheif, Chairperson*