



MINUTES

OF THE CITY OF MUSKOGEE FOUNDATION BOARD MEETING HELD AT THE MUSKOGEE CIVIC CENTER IN MUSKOGEE, OKLAHOMA ON OCTOBER 20, 2008

The City of Muskogee Foundation Board of Directors met in the Muskogee Civic Center in Muskogee Oklahoma on Monday, October 20, 2008

The meeting was called to order by Chairman John Barton. The role call was as follows:

Directors Present: Martha Alford, John Barton, Janey Boydston, Greg Buckley, Earnie Gilder, James Gulley, Mayor John Tyler Hammons, Tim Holder, Sharon Parks, D'Elbie Walker, Mike Webb

Directors Absent: Darrell Hamby, David Ragsdale

Advisory Directors Present: Debi Busch, Sue Harris, Leisha Haworth

Advisory Directors Absent: Derald Glover, Kristin Hamm

Others Present: Frank Merrick, Lysie Laughlin, Amy Klinge and Sherrie Schroeder of Communities Foundation of Oklahoma; James Maddux, BancFirst; Brad Zerger, BancFirst

Chairman Barton noted that a quorum of the directors was present.

I. Approve the Minutes of the September 17, 2008 Board Meeting

The Minutes of the September 17, 2008 Board Meeting were reviewed. Gilder made a motion to approve the minutes as written. Holder seconded this motion; motion passed by a unanimous consent.

II. Directors and Officers Insurance Report

Frank Merrick gave a brief update, reporting that he is still working on getting three quotes for the Foundation. Another update will come at the next board meeting.

III. Financials

Sherrie Schroeder reported on the financials of the City of Muskogee Foundation. She stated as of September 30, 2008 total liabilities and net assets were \$35,689,501. Of the \$1.5 million grant approved for payment at the last board meeting, \$830,000 was paid during September and the remaining \$670,000 will be reflected as grants payable. Gilder made a motion to approve the financials with the noted change. Holder seconded this motion; motion passed by a unanimous consent.

IV. Committees Reports

A. Audit/Finance Committee

Chair Parks reported that the Audit/Finance Committee met and reviewed the financials.

B. Investment Committee

Chair Gulley reported on the Investment Committee meeting. As of right now the Foundation has \$59 million. By April 2009 there will be approximately \$100 million. The committee is pleased with the operation of the transfers. Gulley also reported that the Foundation's marketable securities has recently been moved to a more secure money market fund, backed by U.S. Government agency obligations, due to recent credit and economic conditions.

C. PR/Marketing Committee

Chair Hammons reported on the PR/Marketing Committee meeting. He showed the board the website snapshot, and reported it will be up and running soon. The web address is www.cityofmuskogeefoundation.org Hammons also reported a tentative date of December 11th from 5:00 – 6:00 p.m. at the Oklahoma Music Hall of Fame was set for the Foundation Funders Forum. Invitations will be sent to Muskogee non-profit organizations and other potential grantees. An announcement will also be made in the Muskogee Phoenix.

D. Economic Development Committee

Chair Gilder reported that the committee did not meet this month.

E. Education Committee

Chair Walker reported that the committee has met. She will continue to do some research on possible grantees that her committee members are interested in. The committees next task is to develop their funding priorities to present at the next board meeting.

F. Health & Wellness Committee

Chair Holder reported that the committee has met. There was much discussion about the committees mission statement and funding priorities. This statement is attached to these minutes.

G. Opportunities Committee

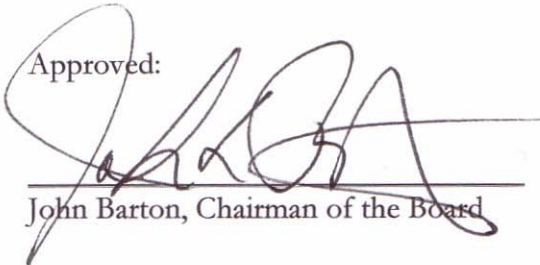
Chair Alford reported that the committee has met. There was much discussion about the committees mission statement and funding priorities. The committee hopes to have this developed by the next board meeting.

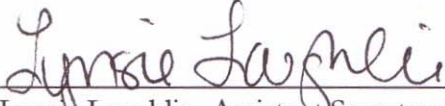
V. Review Grants Calendar

Frank Merrick reviewed the Grants Calendar, which is split into two cycles each year. After a brief discussion, Holder made a motion to approve the grants calendar as written. Walker seconded this motion; motion passed by a unanimous consent. The Grants Calendar is attached to these minutes.

The meeting was then adjourned.

Approved:


John Barton, Chairman of the Board


Lynsie Laughlin, Assistant Secretary



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Health and Wellness Grants Committee

Mission:

The mission of the Health and Wellness Grants Committee is to provide assistance for programs and initiatives which focus on the health and wellness of the citizens of Muskogee.

Types of Funding:

Consideration will be given for multiple types of funding such as programs, endowments, capital campaigns, operations, and other strategic needs.

Specific Funding:

Priority consideration will be given to preventative health and wellness initiatives. Additional consideration will be given to fund specific needs such as resource materials, publications, medical treatments, and new health and wellness initiatives or pilot projects. Funding will also be considered for activities that promote the physical well-being of children, adolescents, adults, seniors, and individuals with physical and mental challenges.

Future Funding:

Funding in future years will be considered dependent upon a satisfactory progress report and long term funding plans.



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Grants Calendar

Cycle 1

January and February - Collect Letters of Inquiry

March 1 – Due date for Letters of Inquiry

March Committee Meetings – Cull Letters of Inquiry

April 1 – Grant Applications go out

April – Grant Application Workshop and Site Visits

May 1 – Due date for Grant Application

June Board Meeting – Granting Decisions

Cycle 2

July and August – Collect Letters of Inquiry

September 1 – Due date for Letters of Inquiry

September Committee Meetings – Cull Letters of Inquiry

October 1 – Grant Applications go out

October – Grant Application Workshop and Site Visits

November 1 – Due date for Grant Applications

December Board Meeting – Granting Decisions