

Prairie Village Foundation
Tuesday, September 20, 2022

Agenda

1. Welcome
2. Approval of minutes of April Meeting
3. Approval of Financial Report
4. Event Reports and Budget Approval
 - a. Tree Lighting – Marianne Noll
 - b. Gingerbread House Party – Brooke Moorehead
 - c. Shop with a Cop – Marianne Noll
5. **Volunteers needed for Tree Lighting and Gingerbread House Party**
6. Recommended distribution of funds
 - a. Asbury United Methodist Food Pantry \$1,000
 - b. Nall Avenue Baptist Church Food Pantry \$1,000
7. Recap of past events
 - a. VillageFest
 - b. JazzFest
 - c. Back to School with a Firefighter

Prairie Village Foundation Members Meeting
March 22, 2022 | 5:30 p.m.
Prairie Village City Hall

In attendance: Pam Gagel, Terrence Gallagher, Marcia Jacobs, Cindy Jenny, Wes Jordan, Eric Mikkelson, Brooke Morehead, Marianne Noll, Dave Robinson, Nikol Terrill, Laura Wassmer, Meghan Boom

- I. Welcome and Introduction of New Board Members—Marianne Noll opened the meeting. Board Members introduced themselves. New board members include Pam Gagel, Dave Robinson, Cindy Jenny, and Brooke Morehead.
- II. Election of Members as Directors – Ms. Wassmer moved to elect the members as directors. Ms. Jacobs seconded the motion and it passed unanimously.
 - A. Board of Directors agreement – Ms. Noll outlined the agreement and asked members to sign and return.
- III. Nomination and Election of Officers – Ms. Jacobs moved to elect the proposed slate of officers. Ms. Morehead seconded the motion and it passed unanimously.

President	Marianne Noll
Vice President	Laura Wassmer
Secretary	Meghan Boom
Treasurer	Wes Jordan

Prairie Village Foundation Board of Directors Meeting
March 22, 2022 | 5:45 p.m.
Prairie Village City Hall

- I. Approval of Minutes from October 13, 2021 – Terrence Gallagher moved to approve the minutes from the previous meeting. Marcia Jacobs seconded the motion and it passed unanimously.
- II. Approval of Financial Report – Ms. Noll outlined the funds within the Foundation.
 - a. Parks & Recreation Fund – Mr. Gallagher moved to return the \$20,000 donated by Faith Lutheran Church allocated to Wassmer Park to the City General Fund to fulfil the donation obligation for the memorial in the park. Ms. Wassmer seconded the motion and it passed unanimously.
 - b. Hollub Memorial Rose Garden – Ms. Wassmer moved to absorb the negative balance in the Rose Garden fund into the Parks and Recreation fund. Ms. Morehead seconded the motion and it passed unanimously. Future maintenance expenses will be handled by through the City budget.
 - c. Mayor Mikkelson moved to approve the financial report. Ms. Morehead seconded the motion and it passed unanimously.
- III. Reports from 2021 Events
 - A. Mayors Tree Lighting – Ms. Noll stated that the 70 degree weather led to the largest event ever and was a fantastic success. She outlined the components of the event
 - B. Gingerbread House Party—Mr. Gallagher reported that the event raised almost \$2700 after the expenses, including donations made in Bob Ballard’s honor. 109 people

attended in person, with 25 houses sold “to-go.” It was a solid turnout in light of COVID. The teen council and others served as great volunteers.

- C. Shop with a Cop—Ms. Noll reported that 10 kids were aided through the program in 2021, led under the efforts of Jennifer Wright.

IV. Giving

- A. Receipts for 2021 – Ms. Noll outlined the fundraising efforts taken in 2021. The donations to the Tree Fund during the holiday season totaled around \$5,000 plus additional corporate donations. Marianne and Steve Noll matched the total donations with a gift to the undesignated fund.
- B. Suggested Donations – Ms. Noll outlined the suggested donations for 2022. Mr. Gallagher moved to add a \$1300 donation to be distributed to school nurses within the Shawnee Mission School District, Kansas City Christian School, and St. Ann, with \$100 to the K-8 schools, and \$300 to the high school. Ms. Jacobs seconded the motion and it passed unanimously.

Mr. Gallagher moved to approve the slate of giving as outlined from the Mayor’s Holiday Tree Fund. Ms. Wassmer seconded the motion and it passed unanimously.

Organization	Amount
Johnson County Utility Services	\$ 1,000.00
Village Church Food Pantry	\$ 250.00
Johnson County Area on Aging Home Delivered Meals	\$ 500.00
Johnson County Christmas Bureau	\$ 500.00
Asbury United Methodist Food Pantry	\$ 750.00
St. Ann Angel Fund	\$ 750.00
Nall Avenue Baptist Church Food Pantry	\$ 750.00
Lutheran Church of the Resurrection (Saturday's Miracle)	\$ 500.00
Back to School with a Firefighter	\$ 3,000.00
School nurses:	
Shawnee Mission East High School	\$ 300.00
Indian Hills Middle School	\$ 100.00
Belinder Elementary School	\$ 100.00
Briarwood Elementary School	\$ 100.00
Corinth Elementary School	\$ 100.00
Highlands Elementary School	\$ 100.00
Prairie Elementary School	\$ 100.00
Santa Fe Trail Elementary School	\$ 100.00
Tomahawk Elementary School	\$ 100.00
St. Ann School	\$ 100.00
Kansas City Christian School	\$ 100.00
	\$ 9,300.00

- C. Discussion of rental assistance for Oxford House – Ms. Noll shared that funds designated for rental assistance at the County level have been difficult to spend due to the County income limits. With a change to the MOU, it would allow funds to be distributed to residents living within the Oxford House. Ms. Wassmer moved expand the scope of the MOU with Johnson County Rental Services to include Oxford House and other similar programs. Mr. Gallagher seconded the motion and it passed unanimously.

- V. Back to School with a Firefighter
 - A. Budget Approval – Ms. Wassmer outlined the plan for the 2022 Event.

- VI. Committees for 2022
 - a. Back to School with a Firefighter – Laura Wassmer/Pam Gagel
 - b. Gingerbread House Party – Brooke Morehead/Nikol Terrill/Marcia Jacobs/Terrence Gallagher
 - c. Holiday Tree Lighting – Marianne Noll/Cindy Jenny/Marcia Jacobs
 - d. Booth at JazzFest – Dave Robinson/Terrence Gallagher

- VII. Printed/Email informational piece for Foundation – Ms. Noll asked for assistance for a rack card or promotional brochure that could be distributed to help raise awareness of the Foundation. Ms. Terrill, Mr. Robinson, Ms. Wassmer, and Ms. Noll will work on the piece. Ms. Buum will distribute the existing materials for review.

- VIII. Other Business

- IX. Adjournment – 7:10 p.m.

Prairie Village Foundation
Financial Report as of July 31, 2022

	Account Balance 2/28/2022	Income	Expenses	Account Balance 7/31/2022
Arboretum Fund	\$ 959.85	\$ 0.07	\$ (244.00)	\$ 715.92
Back to School with CFD2	\$ 239.88	\$ 1,617.08	\$ -	\$ 1,856.96
Citizens Assistance Program (PVPD)	\$ 1,113.72	\$ 0.10	\$ (9.18)	\$ 1,104.64
Codes Enforcement Fund	\$ 946.88	\$ 0.09	\$ -	\$ 946.97
Gingerbread House Fund	\$ 6,620.89	\$ 0.58	\$ -	\$ 6,621.47
Holiday Tree Fund	\$ 13,353.84	\$ 8,054.45	\$ (6,400.00)	\$ 15,008.29
Hollub Memorial Rose Garden	\$ (104.22)	\$ 104.22	\$ -	\$ (0.00)
Jazz Festival	\$ 21,423.93	\$ 40,253.11	\$ (6,101.98)	\$ 55,575.06
Municipal Arts Council	\$ 27,863.58	\$ 23,177.11	\$ (11,197.84)	\$ 39,842.85
Parks & Recreation	\$ 50,632.35	\$ 2.63	\$ (20,104.22)	\$ 30,530.76
Shop with a Cop	\$ 4,818.49	\$ 1.40	\$ (681.22)	\$ 4,138.67
Undesignated Fund	\$ 20,517.17	\$ 1,351.80	\$ (264.89)	\$ 21,604.08
VillageFest	\$ 23,644.10	\$ 9,935.90	\$ (26,971.53)	\$ 6,608.47
	\$ 172,030.46			\$ 184,554.14

2022 Budgets

Tree Lighting Budget

DJ	\$400
Stage Rental	\$150
KC Wolf	\$300
Facebook Ads	\$20
Santa	\$100
Signs	\$150
Honoraria for East Performers F	\$100
Misc. Supplies	\$100
Total	\$1,220

Gingerbread House Party Budget

Briarwood Rental	\$550
Mely - Houses	\$1800
Paypal Fees	\$100
Candy	\$400
Supplies	\$200
Total	\$3050

Shop with a Cop Budget

Target shopping	\$2000
Target cards	\$1000
QT cards	\$500
Restaurant cards	\$500
Total	\$4,000