**Tinmouth Community Fund meeting minutes**

**May 19, 2021**

**Zoom meeting due to lingering Covid-19 restrictions**

Present: Committee members Jan Krantz (Chair), Nikki Pfeiffer, Todd Dennis, Melody Squier, Lisa Patry and Helen Mango (Secretary). Cathy Reynolds (Treasurer) joined as she was able. Also in attendance: Gail Fallar.

Jan called the meeting to order at 7:08 p.m. after some minor technical difficulties.

The minutes of Feb. 18, 2021, were reviewed. Todd corrected one minor typographical error. Jan moved that the minutes of Feb. 18 be approved. Melody seconded. Motion passed.

Jan reported that Cathy was unable to join the meeting, but had sent the Treasurer’s report. (Note that VCF = Vermont Community Fund.)

VCF Reserve Fund as of 3/31/21 $61,793

VCF Endowed Fund as of 3/31/21 $148,643

VCF Continuing Education Fund as of 3/31/21 $321,961

Tinmouth Checkbooks:

Continuing Education Fund $9793

(Includes Lloyd Scholarship $1123)

TCF General Fund $5986

Plant Sale income $12,000

The TCF has not paid out for the following grants for 2020 ($2845) which includes:

Butterfly Garden, Stop the Bleed, Green-up, OFH Concerts, Ping Pong and advertising. These were all postponed due to Covid.

Funds needed for Round 2 Community Grants, K-12 Scholarships and Continuing Education, 2021:

$5000 Round 2 Community Grants and Small Business Grants

$1500 K-12 Scholarships

$15000 Continuing Education grants

The TCF will need to withdraw from the VCF fund to cover K-12 and Community and Small Business Grants: $6500

The General Fund has $5986 – $2845 = $3141 available balance.

Cathy estimates that the TCF will need to withdraw approximately $3500 from the VCF to cover all grants.

Jan stated her appreciation of Cathy and the other Plant Sale volunteers. Thanks also to Gail for managing the checkbooks for the TCF.

Jan discussed items from the Treasurer’s report:

There are enough funds available to cover the $15,000 allocated for Continuing Education grants without needed to withdraw from the VCF.

To cover the K-12 Scholarships and Small Business grants, the TCF will need to withdraw approximately $3500 from the VCF. Jan moved that the TCF board allow Cathy to withdraw $3500 from the VCF. Seconded by Helen. Motion carried.

Gail asked for clarification regarding which fund is used for expenses such as envelopes and paper for solicitations. Melody moved that expenses should be billed to the appropriate checking account (e.g. envelopes and paper used to solicit funds for the Continuing Education fund should be billed to the Continuing Education checking account).

Cathy joined the meeting at 7:25. She reported that we can allocate more than $15,000 for Continuing Education because we have the funds available. Cathy moved that the TCF allocate up to $20,000 for Continuing Education grants. Seconded by Todd. Motion carried.

Melody reported on the K-12 Scholarship applications. There are 7 applications, for a total request of $1432. They are for horseback riding lessons, soccer camp, general summer camp, and theater camp. Since $1500 had been allocated, Melody moved that all proposals be funded. Seconded by Cathy. Motion carried.

The “Round Two” Community Grants and Small Business grants were discussed. The TCF had allocated $5000 for these.

Community Grant applicants (all requested $500 unless otherwise noted):

* Butterfly garden bench at the Tinmouth Mountain School
* Little Free Library at the Tinmouth Mountain School
* Be Seen in Tinmouth ($50)
* Community Center sign to honor Patty and Ramsey Yoder
* Fire Department tables ($450)
* Bike rack at the Tinmouth Snack Bar
* Painting lessons at the Tinmouth Mountain School
* Punch cards and garbage bags for needy residents ($440)
* Imagination Library (books for kids)

Total requested: $3940

Small Business grant applicants:

* Phil’s Mill (for website development): $500
* Tinmouth Snack Bar: $500 for electrical upgrade (this application had initially come in Round One but had disappeared into cyberspace) and $500 for equipment

Total requested for Continuing Education and Small Business grants: $5440

Jan moved to add $440 to the allocation for these grants to cover the Round Two applications. Seconded by Nikki. Motion carried.

Jan moved that the TCF draw down $4000 from the Reserve Fund at the VCF (this is $500 more than the TCF had allocated earlier in this meeting). Seconded by Lisa. Motion carried.

Jan thanked Todd for doing such an excellent job upgrading and maintaining the TCF website. There was discussion about automatically sending reminders to applicants (both returning applicants as well as new applicants), encouraging them to apply for scholarships. Todd will look into scheduling automatic reminders through Gmail.

Lisa suggested that the essay prompt on the Continuing Education form be expanded to allow returning applicants to write something different each time they apply for scholarship funds. Also, people applying for non-college scholarship funds need a different prompt. Cathy will bring this up with the committee that judges the scholarship applications.

Jan asked for volunteers to help with folding and stapling the solicitation to go in the July Tales of Tinmouth. Lisa, Nikki, Cathy and Jan all volunteered. Pickup of “bundles” will be on June 20, with finished bundles returned by June 27.

Cathy requested that the TCF set a date for the public celebration of grant and scholarship awardees. June 15 and June 16 were both recommended. Cathy will email recipients to see which date will work better for most.

Motion to adjourn at 8:20 p.m. made by Jan, seconded by Cathy. Motion carried.

Respectfully submitted,

Helen Mango

TCF Secretary