

- October 27, 2000
- Memo to the Board, Leavenworth Rotary Club Re: Leavenworth Rotary Foundation

- The following is the original recommendations from the committee on how to proceed with the questions posed regarding the formation and administration of a "Leavenworth Rotary Foundation". Each bullet is followed by the action taken by the task force at the meeting of June 27:

- Mission and purpose – Recommendation: Establish a mission statement for the ultimate use of the funds. It could be as broad as furthering the general ideals of Rotary or more specific to local causes and community service.
 - *Action:*
 - *The Mission of the Leavenworth Rotary Foundation Endowment Fund is to create and maintain a permanent source of capital, which will fund ongoing investments in scholarships, community service projects, and future service projects, which serve the ideals of Rotary.*

- + Financial Goal – Recommendation.: Decide on a level of corpus or principal that must be reached before the excess may go to fund the mission. In your discussion last week \$200,000 was suggested. It could be any amount, but make your goal attainable. Then decide if the earnings can be spent each year both before and after reaching the goal. *Suggestion: The corpus be set at*
 - *\$100,000. Earnings may be spent at any time for the stated purpose of the Foundation. Once the goal has been reached both earnings and excess may be spent, but never less than the 100,000.*
 - *Action:*
 - *Goal 1- Achieve corpus balance of \$50,000 before the earnings can be spent.*
 - *Goal 2 – Allow only earnings to be spent once the initial corpus goal is achieved, with no allowance for spending of corpus ever.*

- Government – Recommendation: Decide how you want to oversee and manage the use of the funds. For example, you could designate that any member of the club automatically becomes a member of the foundation endowment fund and that any board member also becomes a board member of the foundation endowment fund. This would be the easiest.
 - *Action:*
 - *Any member of the club automatically becomes a member of the LRC Foundation Endowment Fund.*

- *Board members elected to the LRC automatically become a board member of the LRC Foundation.*
- *The Club's immediate Past President will serve as the Foundation's President. The Club's President will serve as 1st VP and the Club's President-Elect will serve as the Foundation's 2nd VP.*
- + Goals – Recommendation: Set up financial goals for the members for giving. You could charge an additional amount with the dues, create a fellowship similar to PHF and sustaining. Decide on if certain fundraisers go to the club or to the foundation.
 - *Action: To be determined by LRC Foundation Endowment Fund Board*
- . Education – Recommendation: Set up a regular program to educate the members on the purpose and usage of our local foundation as well as the RI Foundation.
 - *Action: To be assigned and executed by President*
- + Administration – Recommendation: Decide if you want to form your own separate entity as a not for profit 501 C 3 or to contract with the Greater Wenatchee Community Foundation to A) create the foundation umbrella and B) manage and administrate the funds. *Suggestion: Use the GWCF for both.*
 - *Action: Use GWCF for both. Board or representative needs to contact and gather information needed.*
 - *Club will donate \$3,000 out of current operations for initial funding of LRC Foundation.*
- Respectfully submitted by members of the task f

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- Note: The parameters of this proposal were accepted by the club at the January 19, 2001 Leavenworth Rotary Club meeting.