

**BCF Office Report  
December 5, 2023**

**Attention Committees:**

- Exec/Finance Committee:
  - Exec committee sign letter of authorization for Arvest
- Grant: Spring grants will open at the end of January and close first of March. Be on the lookout for a committee meeting invitation.
- Legacy: quotes for new event coming in. Laura compiling and will send an e-mail.
- Scholarship: scholarships open January 1 and close March 15. Me on the lookout for meeting invitation.

**On the BCF Calendar:**

- December 5<sup>th</sup> – Coffee Connect
- December 5<sup>th</sup> – Donor Centric Marketing
- December 5<sup>th</sup> – Board meeting/Board Reception
- December 15<sup>th</sup> – Leadership Osage County Applications close
- December 25-Jan 1 – BCF Office is remote
- January 1<sup>st</sup> – Scholarships Open!
- January 29<sup>th</sup> – Grants open

**General:**

- 2022/2023 Audit in progress
- Website revamp in progress
- Nonprofit salary and benefits report open and collecting data
- Leadership Osage county – application open. Kick off sessions in January.
- Fund pipeline is moving!
  - Five funds approved YTD – expect at least TWO more by the end of the year!!
- Legacy committee met to brainstorm new event. Be on the lookout for new details
- Accreditation first review as received!
  - 17 notes with 14 minor 3 items for board attention (on agenda)
- 2022 fall grant reports due and 2023 fall grants preparing to be distributed
- Scholarship renewal and spring award processing will begin end of Dec/early Jan
- Starting the planning for a spring fundholder meeting