



Board of Trustees Meeting
Tuesday, April 22, 2025
BCF Conference Room

Minutes

Mueggenborg called the Bartlesville Community Foundation Board of Trustees meeting to order at 4:07 p.m., Tuesday, April 22, 2025. Present were Hay, Kirkpatrick, Mauntel, Mueggenborg, Randolph, and Shoemake. Staff present were Jensen, Swearingin and Warring.

Absent: Bode, Collins, Johnson, King, Lindblom, Lorenz

A quorum was not present. No votes were taken.

Declaration of Conflicts of Interest: None.

Consent Agenda

Minutes of December 2024

Financial Report Dec 2024

Disbursement Report

Held until next meeting.

Old Business

1. Reaffirm Ray of Hope Agency Fund, Charlene Dew Designated Future Fund
Jensen said these funds and three additional will be voted on at the next board meeting.

2. Nominees for three open seats to the 2025/2028 term

Jensen said the Nominating Committee met and recommends Amanda Haberstroh, Ryan Reynolds, and Jessica Birk. Jensen shared the backgrounds of each. She met with Haberstroh & Birk and will meet with Reynolds tomorrow. Will vote on at the next board meeting.

3. Spending Policy

Jensen said the final policy is available for review on the board portal and will be voted on at the next board meeting.

4. Building project budget summary

Jensen reported that the project budget was \$431,000. After some unexpected costs (cameras, windows, extra plants, plumbing), the project budget netted in the positive by \$61.94.

New Business

1. AWM Fee Change & HYMM Rate Update

Jensen said the Finance Committee met with Arvest Wealth Management team. There has been a fee reduction, and Jensen is reporting that to agency fundholders. High Yield Money Market was always 4% but is up to 4.3%.

2. Grant Committee Report

As Grant Committee Chair, Shoemake gave the report. There were 46 grant applications and over \$141,000 requested. The Committee used a scoring system and went with the top scores. Their recommendations will be emailed for a vote and reaffirmed at the next meeting. Shoemake and Jensen will be reviewing the grant questions and evaluation measures for relevance and possible changes.

3. Scholarship Committee Report

As member of Scholarship Committee, Mauntel reported that the process is much easier now that it is online and has scoring criteria. The Committee recommends almost \$155,000 in scholarship awards. Jensen explained how the process works with the subcommittees. The recommended awardees will be emailed for a vote and reaffirmed at the next board meeting.

4. Legacy Society Program

Shoemake explained the newly proposed program. It recognizes those who have made an impact through sustainable capital. There is a brochure on the BCF website. Those who participate will have a spot on the donor wall. Two ways to participate: 1) Start or give to an existing fund, 2) Make a planned or deferred gift as part of your estate planning. Minimum amount is \$25,000.

Office Report

Jensen went over some data within the report. So far this year, there have been \$2.7 million in disbursements and 9 new funds. Jensen pointed out the updates to the retreat outcomes section, and all were satisfied with the wording. Jensen asked for feedback on the report itself, and all agreed that it provided a very helpful overview.

Other Business

Jensen reported that the Childcare Committee met that morning. Members are Jensen, Sherri Wilt, Jan Boomer, Tara Gotwalt, and Lisa Cary. Their report is on the board portal. Eight childcares applied for the grant. They are applying for accreditation fees or updates to meet accreditation requirements. The maximum award amount is \$2,000. The recommended awardees will be emailed for a vote and reaffirmed at the next board meeting. **ConocoPhillips, Phillips66, the Chamber, and BCF have donated \$90,000 to the fund, and 5% will be available each year for grants.**

Meeting adjourned at 4:52 p.m.

Next Board Meeting: May 27, 2025 at BCF Conference Room

Respectfully submitted by Nancy Warring