KALAMAZOO FOUNDATION FOR EXCELLENCE
BOARD OF DIRECTORS

MINUTES

Meeting of February 15, 2022

A meeting of the Kalamazoo Foundation of Excellence (KFFE) Board on February 15, 2022, held in the Community Room of City Hall, 241 W. South St, Kalamazoo, MI was called to order by President Calderon-Huezo at 2:05 pm.

Board members present: Calderon-Huezo, Ritsema, Anderson, Hess, Lonberg, Miller, C. Taylor, Washington and Hopewell. Board members absent: Carrel and A. Taylor

City staff present: Legal Counsel/Recording Secretary Clyde J. Robinson, and FFE Manager Steve Brown, City Management Services Director/CFO Steve Vicenzi, Deputy City Manager Laura Lam, and City Grants Specialist Kerry Lyn Williams

The minutes of the Board Meeting held December 20, 2021, were moved for approval by Director Miller and seconded by Director Ritsema. The motion to approve the minutes was adopted by unanimous voice vote.

Mr. Brown provided information on a variety of matters. In the Finance Committee Report he presented an overview of the mechanics of the FFE Endowment and Investment terminology and provided information on both historical spending and a suggested moderated spending approach to FFE monies. It was pointed out that by engaging in a short term of moderate spending that the endowment could reach the $500,000,000 goal and likely attain perpetual status; however, if spending continued to the same degree as the past 5 years, the $500,000,000 would not be reached and the endowment would slowly dwindle. This prompted discussion among the members of the Board, which reached a consensus that Finance Committee research the issue and provide a recommendation to the full Board. It was suggested by Director Ritsema that an actuarial report might be of some benefit in giving the Board and Finance Committee additional guidance on the matter. Mention was also made of the City leveraging federal American Rescue Plan Act (ARPA) money to assist in moderating FFE spending in the near term.

In his Executive Committee Report, Mr. Brown shared a draft Grant Agreement document which would be executed between the FFE and City on an annual basis. Mr. Brown requested feedback from Board members with the eye toward finalizing the format of the Agreement at the April Annual Meeting.

In the Staff Report Mr. Brown pointed out that the FFE will be celebrating its 5th anniversary in October 2022. As part of that recognition, presentations will be made at City Commission Committee of the Whole meetings to present the work and accomplishments achieved by the City through the award of FFE grants over the past 5 years. Mr. Brown also indicated that the FFE website is in the process of being updated and that efforts are being undertaken to trademark the FFE logo. It was reported that recommendations will be forthcoming to name individuals to fill the existing vacancies on the FFE Board. It is anticipated that those vacancies will be filled by the time of the April Annual Meeting. Director Washington suggested that the on-boarding process for the new board members include a FAQ of issues and questions often posed to board members. Legal

Counsel Robinson reported that the current wording of Michigan's Open Meetings Act generally requires in-person meetings of the members of public bodies.

President Calderon-Huezo inquired as to whether any Public Comments had been received; she was informed that there were none either in-person or by telephone call-in.

President Calderon-Huezo asked if there were any Board Member Comments. Director Washington express his appreciation for the Finance Committee report and the need to protect the endowment. Director Emeritus Hopewell encouraged the City to make the FFE, "the City's story" by explaining what has been accomplished by the City with this gift. Director Anderson asked whether the agreement with the national fund-raising organization had expired; Mr. Brown replied that the agreement expired in December and was not renewed. Director Anderson also generally inquired of the Board how important it was for the persons filling the vacant positions to have actual experience in the stakeholder area that the appointee was to represent. The consensus was that such experience was a crucial requirement in evaluating an applicant's interest in being appointed to the Board. Director C. Taylor indicated that she has grown in the position and has welcomed learning about the role that the FFE and the FFE Board plays; she indicated that many in the community do not fully understand the work of the FFE. Director Washington followed up by noting that the FFE is unique; that there is nothing to compare it to; that the FFE Board are the architects of a different approach to municipal finance and the provision of services. President Calderon-Huezo closed with the comment that the information regarding and work of the FFE is public information, available on its website.

President Calderon-Huezo adjourned the meeting at 3:32 pm

Minutes Drafted: February 17, 2022

Minutes Approved: april 25, 2022

Clyde J. Robinson

Clyde J. Robinson, Recording Secretary