

FLAGSTAFF COMMUNITY FOUNDATION

BOARD MEETING MINUTES

Wednesday, April 8, 2026

In Attendance: Alexis Ponto - Flagstaff County, Shawn Sieben - Village of Loughheed, Elaine Fossen - Village of Forestburg, Terry Brodie - Town of Killam, Beverly Kovacs - Village of Heisler, Mona Mah - Town of Daysland, Christine Ruzicka-Drager - Town of Hardisty, Ian MacEachern - Town of Sedgewick, Denise Nychporuk - Village of Alliance, Justin Tanner - Gitzel and Company

FFCS Staff: Stacey McLennan - Executive Director, Brooke Grove - Finance Manager, Shelly Morken - Program Development & Support

Elaine Fossen called the meeting to order at 7:00pm.

Additions to the Agenda - none at this time.

Approval of Agenda

03-05-2026

Mona Mah made a motion to approve the April 8, 2026 agenda.

Carried

Approval of Minutes

03-06-2026

Shawn Sieben made a motion to approve the February 11, 2026 minutes.

Carried

Financials

Justin Tanner with Gitzel and Company presented the 2025 Financials for Flagstaff Community Foundation. A discussion was held regarding the funds currently in reserve and the option of reallocating them if needed. These funds may be used to support regular programming, maintenance needs, or special projects as they arise.

03-07-2026

Mona Mah made a motion to accept the 2025 Financials for Flagstaff Community Foundation as presented.

Carried.

Brooke Grove presented the Financial Statements for January, February and March 2026.

03-08-2026

Christine Ruzicka-Drager made a motion to accept the Financial Statements for January, February and March 2026.

Carried

Disbursements

Brooke Grove presented the Disbursements for February and March 2026.

03-09-2026

Terry Brodie made a motion to accept the Disbursements for February and March 2026 as presented.

Carried

Correspondence

- None at this time.

Information

- **Letter from BRIDGES** - BRIDGES, formerly Flagstaff Victim Services, provided a letter requesting to put a shed behind the building, beside the other shed. They would be responsible for all upkeep, insurance, maintenance and its contents. The shed would be no larger than a 10x12 and will be on skids.

03-10-2026

Alexis Ponto made a motion to allow BRIDGES to place a shed in an agreed-upon location. BRIDGES will be responsible for all upkeep, maintenance, insurance, and the contents of the shed. The shed must be removed at any time if requested by the Foundation. BRIDGES must also provide proof of insurance for the shed and its contents.

Carried.

Old Business

New Business

Next Meeting - The date of the next meeting is June 10, 2026.

Elaine Fossen adjourned the meeting at 7:10pm.

**FLAGSTAFF COMMUNITY FOUNDATION
BOARD MEETING AGENDA**

**Wednesday, April 8 at 6:00pm
Zoom and In-Person Meeting - FCSS Board Room**

- **Call to order**

Board Meeting & Minutes:

- Additions to Agenda
- Approval of Agenda
- Approval of Minutes from February 11, 2026

Financials:

- Welcome Justin Tanner with Gitzel and Company with the 2025 Financials
- Financials for January, February, March 2026
- Disbursements for February and March 2026

Correspondence:

Information:

Old Business:

- 1.

New Business:

- 1.

Next Meeting: June 10, 2026

Adjourn: