

**West St. Paul
Beyond the Yellow Ribbon
Minutes of October 1, 2019**

1. Call Meeting to Order

Vice Chair Pond-Benesh called the meeting to order at 1:57 p.m.

Members Present: Melissa Pond-Benesh, Vice Chair
 Hayley Ball
 SSG Ralph Blystone
 Jan Bremner, Volunteer Coordinator
 Shirley Buecksler, Secretary/Treasurer
 Peyton Fleming
 Neil Garlock
 Ed Iago, Business Liaison Officer
 Mark Juelfs, Fire Chief
 Gene Kahnke
 Mary Kahnke
 Kathy Krotten
 Jesse Mettner
 Dan Nowicki
 Mary Schultz

Also Present: Mike Windsperger, Yellow Ribbon Regional Outreach
 Coordinator for Central Minnesota

2. Information from Marketing & Communications Manager

Marketing & Communications Manager Dan Nowicki joined the meeting and said he reached out to Town Square TV prior to the National Guard event. However, they did not have a reporter available at that time but Town Square TV is interested in doing a story on the merger.

Nowicki received answers from the Committee on the following questions:

- a. Which cities are included in the merger?
Mendota, Mendota Heights, Lilydale and West St. Paul.

- b. Is there an official date for the merger?
Windsperger said no and that Chair Le had sent the Action Plan to him. He said he met today with his supervisor. If the Action Plan is submitted by October 25, the State Review Board will approve or repeal it later next month. The Minnesota Beyond the Yellow Ribbon Review Board includes: Annette Kuyper, Department of Military Affairs, Captain Adam Gades, Minnesota National Guard, and the Department of Veterans Affairs.

- c. Why are you merging with other cities?
To combine resources and provide assistance to a wider geographical area. Not every veteran lives in the same city where they drill.
- d. Has Mendota, Mendota Heights and Lilydale had a Yellow Ribbon program before?
No.
- e. How did the idea of this merger begin?
Iago suggested the idea to the other three cities.
- f. Who is the contact or on camera person?
Members suggested Ed Iago. Iago said it has become evident that we are behind the curve in communications and publicity. Some businesses have not heard about us. Businesses are inundated with donations requests. "What can you do for me?" is a legitimate question from businesses when approached for donations.

Iago said we need to get on Town Square TV, in the local papers, Facebook, posted at the armory and the VFW, etc. We need to take advantage of the organization of these cities. Most corporations already have their 2020 budgets finalized. Iago said what Nowicki is doing now is critical and that we need to get this going.
- g. What is some of the funds used for?
Sponsoring the National Guard's holiday party, Guard Appreciation Event, direct assistance, partnering with business sponsors for other essentials, and supporting families when soldiers are deployed.

Nowicki said that Town Square TV seemed to be on board for a story. He will line up an interview with Iago.

Pond-Benesh said the Northern Dakota County Beyond the Yellow Ribbon is now on Facebook and Twitter.

Windsperger confirmed that the official name is Northern Dakota County Beyond the Yellow Ribbon.

3. Approval of Minutes

A. Minutes of September 3, 2019

Motion was made by Blystone and seconded by M. Kahnke to approve the minutes of September 3, 2019.

All members present voted aye. Motion carried.

4. Treasurer's Report

A. Current Account Balance and Activity:

Checking: \$ 2,254.61 (two checks pending)

Recent Activity:

\$ 32.34 to Jan Bremner for National Guard Event expenses

\$ 36.40 to Shirley Buecksler for National Guard Event expenses

Savings: \$15,445.00

Recent Activity:

\$560.00 donation from Oxendale's

B. Discussion on Account Signatories

- Current Signatories on Account: Sherrie Le and Shirley Buecksler

With Chair Sherrie Le stepping down as Chair on January 1, 2020, members present agreed to remove Sherrie Le from the checking and savings accounts with Ideal Credit Union effective January 1, 2020.

- Incoming Signatories: Neil Garlock and Charlie Thompson

Members present agreed to add incoming Chair Neil Garlock and Neighbors, Inc. President Charlie Thompson to the checking and savings accounts with Ideal Credit Union effective January 1, 2020.

Buecksler will coordinate these changes. In previous conversations with Laura Brigham of Neighbors, Inc., Buecksler said future checks processed by Neighbors will be signed by President Charlie Thompson.

C. Transition from one Secretary/Treasurer Position to Separate Secretary and Treasurer Positions

- Division of Roles and Responsibilities

Effective January 1, 2020, the Secretary/Treasurer position will be divided into two separate positions, with Mary Schultz of Lilydale taking over Secretary responsibilities and Shirley Buecksler continuing as Treasurer.

- Process for Thank You Letters

Starting in 2020, Secretary Schultz will process and send thank you letters/tax receipts to businesses and individuals who provide donations to the Yellow Ribbon. When donations are received and deposited by the Treasurer, this information will be

forwarded to the Chair and Secretary, as well as Laura Brigham at Neighbors. Buecksler provided an example letter for Schultz.

5. Old Business

A. Merger Progress

Windsperger said that Captain Gades commented “great job” on the progress of the merger. He read through some of the comments and questions from Captain Gades.

How do we get volunteers from churches and solicit their help?

Chaplains have regular meetings in Mendota Heights. Garlock suggested it be on their next agenda to discuss. Juelfs added that he can reach out to the Police and Fire Chaplains, also.

Is there a goal for the number of businesses to reach?

Iago – yes, but with help from Garlock and a representative from both Lilydale and Mendota, this would greatly help. Iago is trying to reach the majority of businesses or the larger businesses. He would like to contact all of the larger businesses if he can.

Have you contacted anyone from DEED?

Iago, no. He wanted to get the Board’s opinion on how we disseminate the information to each City. Once the Board approves, he will forward it to the appropriate City, Armory and VFW.

Comment from Captain Gades to work with veterans to find employment and businesses to match them up. Maybe another good connection.

Windsperger will send contact information to Iago and will also connect him with ESGR, who works with employees and employers.

Captain Gades would like social workers and health care providers to be identified.

For service providers, think about –

Any programming they can join in with?

Any other causes you’re interested in raising awareness about?

Three areas Captain Gades wants to see the Yellow Ribbon engaged in:

Civic engagement

Public health

Philanthropy

Who are the medical providers and social services we can include?

Education and Youth - How to recognize military connected youth?

Windsperger asked Haley Ball if ISD 197 used the K-12 toolkit.

Ball said with standard privacy data, they cannot give student information.

If a family has a parent deployed, how does the school district get them connected to the Yellow Ribbon?

Ball is the point person so she would get the email. Her cards are at school buildings. She gives families information on the Yellow Ribbon group, as well as 360 Communities Staff.

Captain Gades suggested considering youth groups and programs.

Windsperger said it looks like a strong Action Plan that just needs a few tweaks.

Buecksler asked if we need to file a 501(c)3 if we fall under Neighbors. Windsperger said since Neighbors is our fiscal agent and they are a 501(c)3, the Yellow Ribbon does not need to file.

Windsperger will send all comments from Captain Gades to Chair Le, Pond-Benesh, Garlock, Iago and Buecksler.

6. Liaison and Officer Reports

A. County and Military Resources Updates

Blystone is working on something for November 25 but he will be away at school for the next month. Looking to have families to join for food and football.

B. Business/Fundraising Update

Iago said Solid Construction is looking for workers. They had never heard of the Yellow Ribbon before and provided a donation.

Commitments on account from South Robert Street Business Association have been converted to a check in the amount of \$935.01.

Iago contacted Easy Rest mattress company. They are a national company that donates mattresses to veterans and their families in need. They lost their contract with the State. Iago will work with them to become either a community or service provider or both.

If a veteran has a question, they can call the Yellow Ribbon, Iago said.

A Vietnam Vet with lung cancer contacted Iago regarding lawn mowing. Her grass was cut by 2:00 p.m. the same day. She asked what it would cost her but Iago told her that she "already paid for it." He said Chair Le was also calling her (from out of state) to get groceries for her. Iago said that's the kind of service we want to provide for our veterans.

Blystone said there are some guys in his unit who do construction work. Iago said Solid Construction is looking for workers all over the United States. He will put their contact information in his newsletter.

C. Volunteer Program

Bremner said the Yellow Ribbon was in The Voice under the Volunteer section.

7. New Business

A. Veteran and Guard Requests

Gene and Mary Kahnke are going to the VFW tonight to present their plaque. They were reminded to have someone take a photo.

B. Any Other New Business

None.

8. Schedule Next Meeting

The next meeting of the Yellow Ribbon was scheduled for Tuesday, November 5, 2019 at 2:00 p.m. in the West St. Paul Lobby Conference Room.

9. Adjourn

Motion was made by Iago and seconded by Fleming to adjourn the meeting at 2:51 p.m. All members present voted aye. Motion carried.



Shirley R Buecksler
Secretary/Treasurer

Beyond the Yellow Ribbon
Treasurer's Report
2019 Checking Account Transactions

Checking Account						
					Previous Balance (as of 1/01/2019):	\$5,773.70
Post Date	Deposit Amount	Check/ Charge Amount	Paid To	Link to Receipt	Description	Appreciation Letter Sent
1/2/2019	2,000.00			01-02-19 Deposit	Donation from VFW 6690	Sent by Mary Kahnke
2/13/2019		(\$30.23)	Sherrie Le		Reimbursement for Volunteer Event	
2/22/2019		(\$64.99)	Southview Garden Center	12-10-18 Southview Garden Center Invoice	WSP Vet-Christmas Tree	3/27/2019
4/8/2019		(\$32.48)	Target	04-08-19 Target Receipt	SSP Vet-Baby Products	
4/10/2019		(\$50.00)	Pace's Auto	04-08-19 Pace's Receipt	SSP Vets-Gas Card	4/10/2019
4/16/2019		(\$5,596.00)	Transfer to Savings		Transfer to Savings	
4/22/2019		(\$52.27)	MN DMV, South St. Paul	04-22-19 MN DMV Receipt	SSP Vet-Vehicle Tabs	
5/9/2019	64.99			05-09-19 Deposit	Reimbursement from SRSBA for Christmas Tree	
6/5/2019	100.00			06-05-19 Deposit	LeVander, Gillen & Miller	7/22/2019
6/5/2019	400.00			06-05-19 Deposit	Dunkin Donuts	7/22/2019
Pending		(\$94.16)	Ed Iago	08-21-19 Receipts Received	Items purchased for National Guard Event on 8-18-19	
Pending		(\$95.21)	Ed Iago	08-21-19 Oxendale's Receipt	Items purchased for National Guard Event on 8-18-19; Ed Iago paid the bill in full; reimbursed \$100 from anonymous donor	See Non-Monetary Donations Tab
Pending		(\$32.34)	Jan Bremner	08-13-19 Receipt from Jan Bremner	Expenses for National Guard Event on 8-18-19	
9/25/2019		(\$36.40)	Shirley Buecksler	08-19 Receipt from Shirley Buecksler	Expenses for National Guard Event on 8-18-19	
Totals:	2,564.99	<b style="color: red;">(\$6,084.08)			Current Balance:	\$2,254.61

Ideal Credit Union Balance as of 9/25/19: \$2,476.32

New since last report

(Difference in balance equals pending checks for Iago and Bremner)

Difference: \$221.71

Beyond the Yellow Ribbon
Treasurer's Report
2019 Savings Account Transactions

Savings Account						
					Previous Balance (as of 1/01/2019):	\$558.00
Post Date	Deposit Amount	Withdrawal Amount	Reason for Withdrawal	Link to Receipt	Description	Appreciation Letter Sent
3/25/2019	631.00			03-25-19 Deposit	Donation from Oxendale's	3/27/2019
3/25/2019	5,000.00			03-25-19 Deposit	Donation from Tapemark	3/27/2019
4/16/2019	500.00			04-16-19 Deposit	Dakota County NSC	4/16/2019
4/16/2019	5,596.00			04-16-19 Deposit	Transfer from Checking	
6/27/2019	1,000.00			06-27-19 Deposit (Rotary Club)	Donation from Rotary Club	7/22/2019
6/27/2019	500.00			06-27-19 Deposit (Southview AH)	Donation from Southview Animal Hospital	7/22/2019
7/2/2019	100.00			07-02-19 Deposit	Navy Island Plywood	8/22/2019
8/22/2019	1,000.00			08-22-19 Deposit	Mobile Prosystems	8/22/2019
9/24/2019	560.00			09-24-19 Deposit	Donation from Oxendale's	Pending
Totals:	14,887.00	0.00			Current Balance:	\$15,445.00

Ideal Credit Union Balance as of 9/25/19: \$15,445.00

New since last report

Difference: \$0.00

Beyond the Yellow Ribbon
Treasurer's Report
2019 Non-Monetary Donations

Non-Monetary Donations					
Date	Donation Received	Received From	Link to Receipt	Donated To	Appreciation Letter Sent
4/10/2019	Baby and Toddler Supplies	Cub Foods	04-10-19 Thank You Letter - Cub Foods	SSP Vets	4/10/2019
7/22/2019	United States Flag for Albert Park	South St. Paul VFW Post 295	N/A	Albert Park, West St. Paul	Pending
8/18/2019	Groceries for National Guard Event - Value at Difference Between Cost and Normal Retail	Oxendale's	Oxendale's Receipt	National Guard Event 8/12/2019	8/22/2019
8/18/2019	\$100 towards groceries for National Guard Event on 8/18/19	Anonymous donor	08-21-19 Oxendale's Receipt	Anonymous \$100 towards Oxendale's bill of \$195.21; paid directly to Ed Iago	8/22/2019
8/18/2019	\$100 towards television for National Guard Event on 8/18/19	Anonymous donor	Plaza TV & Appliance Receipt	National Guard Event 8/12/2019	8/22/2019
8/18/2019	12 Framed Certificates/Flags for Community and Service Providers	The Framing Place & Gallery	Framing Place Receipts	BTYR for Community and Service Providers	8/22/2019

New since last report

Beyond the Yellow Ribbon
Treasurer's Report
2019 Commitments from Other Agencies

South Robert Street Business Association						
					Previous Balance (as of 4/01/2019):	\$1,000.00
Post Date	Amount Disbursed	Credit Added to Account	Paid To	Link to Receipt	Description	Appreciation Letter Sent
4/18/2018	(64.99)		BTYR	04-18-18 Email to SRSBA	Reimbursement for Christmas Tree from Southview Garden Center	3/27/2019
Totals:	(64.99)	\$0.00			Current Balance:	\$935.01

New since last report