Minutes of

Robert and Christine Steinmann Family Foundation Quarterly Board of Directors Meeting, January 13th, 2015 Teleconference

In accordance with the Constitution of the Robert and Christine Steinmann Family Foundation (RCSFF), a valid quorum of the directors met via teleconference on January 13, 2015 at 7:35 PM EST, to review approve, and direct, as necessary, the business of the RCSFF in a quarterly directors meeting. The President, Bruce Fister, presided over the meeting. Rules of Order were followed and all votes followed motions, seconds of motions, and discussion, even when not fully annotated in these minutes to specific individuals.

- **1.** President, Bruce Fister, called the meeting to order at 7:35 PM EST. See agenda, enclosure 1.
- **2. Roll Call:** The following directors attended the meeting:
 - a. Carolyn Cappel Rose
 - b. Kent Fister
 - c. Bruce Fister
 - d. Kristi Walker

The following director was unable to attend the meeting:

Robert Stretch

- **3. Reading of the Minutes:** Secretary, Kent Fister, presented the minutes of the October 7th, 2014 meeting. Carolyn Cappel Rose moved that the minutes be accepted as written. Kristi Walker seconded the motion. There was no further discussion and the motion passed with unanimous consent.
- 4. Election of Officers/Review of Committee Assignments:
 - a. Election of Officers:
 - i. Kent Fister moved to keep the officer positions as they are and nominated Kristi Walker to the position of Secretary. Carolyn Cappel Rose seconded the motion. It was also decided that the RCSFF address would remain as P.O. Box 639, San Manuel, Arizona, 85631. The motion passed with unanimous consent.
 - b. Review of Committee Assignments:
 - i. Kent Fister resigned from the Grants and Scholarships committee and recommended that Kristi Walker replace him.
 - ii. Other committees were discussed and determined to be as follows for 2016:
 - 1. Investment committee: Bruce Fister & Kent Fister
 - 2. Standing committee for Finance: Carolyn Cappel
 - 3. Grants & Scholarships: Carolyn Cappel & Kristi Walker
 - iii. Kent Fister moved that the investment committee remain Bruce Fister & Kent Fister, with Bruce Fister as chairman. That the Finance Committee remains Carolyn Cappel Rose, and that she remains chairman. That the Grants & Scholarship committee be comprised of Carolyn Cappel Rose and Kristi Walker, with

Kristi Walker as the chairman. Carolyn Cappel Rose seconded the motion and it passed with unanimous consent.

5. Report of Standing Committee

- a. Grant & Scholarship
 - i. All 2014 recipients confirmed receipt of the funds.
 - **ii.** Kent Fister to confirm UC Scholarship commitment for next year.
 - **iii.** Kent Fister confirmed that the Good Sam Nursing Scholarships were 5 scholarships of \$3,000 each.
 - iv. Bruce Fister & Carolyn Cappel Rose to visit the President of UC & Dean Mack in 2015.

b. Investments

- i. Bruce Fister presented the investment documents, see enclosure 2.
- ii. The group discussed the taxation of the charity.
 - 1. Bruce Fister to confirm if taxes are due on dividends only or all buy/sells or none of the above.
- **iii.** Grants for 2015 will not be decided until the 990 is completed by the lawyer, expected in late February.
- iv. Year-end results: 4.061M in 2014 (4.105M in 2013)

c. Finance

- i. Carolyn Cappel Rose presented that we have \$132,012 in the cash account, plus \$11,000 in the cash investment account. See enclosure 3.
- **6. Old Business:** There were no updates on old business.

7. New Business

- **a.** Conflict of Interest forms are due in to Bruce Fister.
 - i. Bruce Fister to provide signed documents to Kristi Walker to file
- **b.** Policy Review
 - **i.** Bruce Fister to provide requested updates to Kristi Walker to publish on the private website.
- 8. Next Board Meeting: April 14th, 2015 7:30PM EDT
- 9. Meeting adjourned: Kent Fister moved to adjourn the meeting.

Enclosure 1

Agenda

Robert and Christine Steinmann Family Foundation Board of Directors Meeting and Annual Member Meeting January 13, 2015 7:30PM EST

Phone: Dial 1-888-296-6500 Host Code 9454663 Kent Guest Code 945466

Meeting Adjourned

Roll Call		Bruce
Approval of	Minutes	Kent
Election of C	Officers/Committee Review	Bruce
F	Review Committee Assignments	
Report of Sta	anding Committees	
•	Grant and Scholarship	Kent
	Investments	Bruce
	Finance	Carolyn
Old Busines	s	
	LLC/Apartment Update	Carolyn
New Busine	ss	
	Conflict of Interest Forms	Bruce
	Policy Review	Bruce
Next Board I	Meeting Date	Bruce

Bruce

Enclosure 2

Investment Report

ACCOUNT		30/12/13		30/03/14		30/06/14		30/09/14		30/12/14		
ММКТ	\$	141,088.00		\$33,529.00	\$	19,881.00	\$	204,497.00	\$	132,712.98		
EQUITIES	\$	2,849,936.00	\$	2,877,861.00	\$	3,251,448.00	\$	3,041,411.00	\$	3,527,179.27		
FIXED INCOME	\$	1,113,912.00	\$	1,251,675.00	\$	999,845.00	\$	997,055.00	\$	400,684.50		
TOTAL	\$	4,104,936.00	\$	4,163,065.00	\$	4,271,174.00	\$	4,242,963.00	\$	4,060,576.75		
ALLOCATIONS												
CASH	+-	3%		1%		1%		5%	-	3%		
EQUITIES		70%		69%		77%		72%		87%		
FIXED INCOME		67%		30%		23%		23%		10%		
OPERATIONAL BUDGE	T FOR	YTD 2014										
	ESTI	MATE	AC	TUAL	V۸	RIANCE						
INCOME	\$	291,651.00	\$	203,094.00	\$	(88,557.00)			-			
EXPENSES	\$	234,240.00	\$	245,158.00	\$	(10,918.00)						
NET GAIN	\$	57,411.00	\$	(42,064.00)	\$	(99,475.00)						
Notes: Estimate inclu			cou	nt of :	\$	16,651.00						
Actual received	\$	8,926.00										
Expenses above actua										d stock sale differe		\$56,852
Original income estim	ate inc	cluded a transfer	froi	m stock into the	М	MKT. I exclude	d th	is to reflect our	actı	ial expected incon	ne.	

Enclosure 3

Cash Record

DEPOSITS		2014				Start Bal \$140,537.91	Reconcile								+
Date		Memo	Sales	Div-Int/Cap G	Transfer	7140,337.91 TOTAL									+
31-Jan		MMKT		\$ 1.20		\$ 1.20	у								+-
28-Feb		ММКТ		\$ 1.08		\$ 1.08	у								
5-Mar		Transfer fm LLC		A	\$ 20,000.00	\$ 20,000.00	У								-
18-Mar 26-Mar		JSOAX	\$ 43,994.00	\$ 3,094.17		\$ 3,094.17 \$ 43,994.00	у								
26-Mar		PGBOX	\$ 79,963.56			\$ 79,963.56	y		-						+-
13-Mar	2073	VOID			\$ 550.60	\$ 550.60	y								
31-Mar		MMKT		\$ 1.29		\$ 1.29	У								
30-Apr 31-May		MMKT MMKT		\$ 0.28 \$ 0.26		\$ 0.28 \$ 0.26	У			ļ					+
16-Jun		FPL		\$ 1,250.00		\$ 1,250.00	у								+
16-Jun		CWGIX		\$ 7,644.43		\$ 7,644.43	y								+-
30-Jun		MMKT		\$ 0.23		\$ 0.23	у								
8-Jul		Sale AGTHX, ANWPX, CWIGIX	\$ 179,982.00	4 250 00		\$ 179,982.00	У								
15-Jul 31-Jul		FPL MMKT		\$ 1,250.00 \$ 1.05		\$ 1,250.00 \$ 1.05	У								+
15-Aug		FPL		\$ 1,250.00		\$ 1,250.00	y V								+
29-Aug		MMKT		\$ 1.70		\$ 1.70	ý								_
15-Sep		FPL		\$ 1,250.00		\$ 1,250.00	У								
23-Sep		CWGIX		\$ 2,879.34		\$ 2,879.34	У								\bot
30-Sep 15-Oct		MMKT Transfer fm LLC		\$ 1.66	\$ 15,000.00	\$ 1.66 \$ 15,000.00	у								+-
15-Oct		FPL FPL		\$ 1,250.00		\$ 1,250.00	y				 				+
31-Oct		MMKT		\$ 1.77		\$ 1.77	ý								
17-Nov		FPL		\$ 1,250.00		\$ 1,250.00	у								
28-Nov 18-Dec		MMKT JSOAX Sale	\$ 699,994.00	\$ 1.56		\$ 1.56 \$ 699,994.00	У	 	ļ	ļ					+
18-Dec		JSOAX Sale	> 699,994.00	\$ 338.65		\$ 699,994.00 \$ 338.65	у у								+
9-Dec		LFMAX		\$ 57,376.20		\$ 57,376.20	y		-						+-
9-Dec		LFMAX		\$ 449.77		\$ 449.77	y								
10-Dec		FPL		\$ 1,250.00		\$ 1,250.00	у								
15-Dec 18-Dec		CWGIX AGTHX		\$ 4,911.82 \$ 63,389.06		\$ 4,911.82 \$ 63,389.06	у								-
18-Dec		AGTHX		\$ 63,389.06 \$ 2,624.94		\$ 2,624.94	у			ļ					+
29-Dec		ANWPX		\$ 47,729.73		\$ 47,729.73	y								+
29-Dec		ANWPX		\$ 4,793.82		\$ 4,793.82	у								
31-Dec		MMKT		\$ 0.31		\$ 0.31	У								
TOTAL			\$ 1,003,933.56	\$ 203,994.32	\$ 35,550.60	\$ 1,243,478.48									+
UIAL			3 1,003,533.30	3 203,554.32	\$ 33,330.00	3 1,243,470.40									+
Date	CK #	Receiving Party	Taxes	Dir Grant	Found Grant	Ins	Legal/Acct								
								Dir Comp	IT	Comm	Travel	Publicity	Other		
10-Mar 7-Mar		OH Attorney General						Dir Comp						TOTAL	
13-Mar		Hugh Camphall	\$ 200.00				¢ 2.964.00	Dir Comp						\$ 200.00	
18-Mar	2077	Hugh Campbell Bruce Fister	\$ 200.00	Lost reissued			\$ 3,864.00	Dir Comp			\$ 550.60	,		\$ 200.00 \$ 3,864.00	0
24.4		Hugh Campbell Bruce Fister Purchase FPL	\$ 200.00	Lost reissued			\$ 3,864.00	S. Comp			\$ 550.60			\$ 200.00	0 1
21-Apr		Bruce Fister Purchase FPL Radient Design		Lost reissued			\$ 3,864.00	S. COMP			\$ 550.60			\$ 200.00 \$ 3,864.00 \$ 550.60 \$ 250,000.00 \$ 125.00	0 1
15-May		Bruce Fister Purchase FPL Radient Design TRFR IRS	\$ 3,400.00	Lost reissued			\$ 3,864.00	J. Comp			\$ 550.60			\$ 200.00 \$ 3,864.00 \$ 550.60 \$ 250,000.00 \$ 125.00 \$ 3,400.00	0 1
15-May 15-May	2078	Bruce Fister Purchase FPL Radient Design TRFR IRS TRFR IRS		Lost reissued			\$ 3,864.00				\$ 550.60	\$ 125.00	\$ 250,000.00	\$ 200.00 \$ 3,864.00 \$ 550.60 \$ 250,000.00 \$ 125.00 \$ 3,400.00 \$ 1,668.00	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
15-May 15-May 20-May	2078	Bruce Fister Purchase FPL Radient Design TRFR IRS TRFR IRS Exp Philanthropy	\$ 3,400.00	Lost reissued		\$ 1,625.00	\$ 3,864.00				\$ 550.60	\$ 125.00		\$ 200.00 \$ 3,864.00 \$ 550.60 \$ 250,000.00 \$ 125.00 \$ 3,400.00 \$ 1,668.00 \$ 725.00	0 10 10 10 10 10 10 10 10 10 10 10 10 10
15-May 15-May 20-May 16-Jun 21-Jun	2078 2079 2080 2081	Bruce Fister Purchase FPL Radient Design TRFR IRS TRFR IRS Exp Philanthropy Phil. Ins. Bruce Fister	\$ 3,400.00	Lost reissued		\$ 1,625.00	\$ 3,864.00	\$ 5,000.00			\$ 550.60	\$ 125.00	\$ 250,000.00	\$ 200.00 \$ 3,864 00 \$ 550.60 \$ 250,000.00 \$ 125.00 \$ 3,400.00 \$ 1,668.00 \$ 725.00 \$ 1,625.00 \$ 5,000.00	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
15-May 15-May 20-May 16-Jun 21-Jun 2-Oct	2078 2079 2080 2081 2082	Bruce Fister Purchase FPL Radient Design TRFR IRS TRFR IRS Exp Philanthropy Phil. Ins. Bruce Fister Kent Fister	\$ 3,400.00	Lost reissued		\$ 1,625.00	\$ 3,864.00	\$ 5,000.00 \$ 5,000.00			\$ 550.60	\$ 125.00	\$ 250,000.00 \$ 725.00	\$ 200.00 \$ 3,864.00 \$ 550.60 \$ 250,000.00 \$ 125,00 \$ 125,00 \$ 1,668.00 \$ 725.00 \$ 1,625.00 \$ 5,000.00 \$ 5,000.00	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
15-May 15-May 20-May 16-Jun 21-Jun 2-Oct 21-Jun	2078 2079 2080 2081 2082 2083	Bruce Fister Purchase FPI. Radient Design TRER IRS TRER IRS Exp Philanthropy Phil. Ins. Bruce Fister Kent Fister Kent Fister	\$ 3,400.00	Lost reissued		\$ 1,625.00	\$ 3,864.00	\$ 5,000.00 \$ 5,000.00 \$ 5,000.00			\$ 550.60	\$ 125.00	\$ 250,000.00 \$ 725.00	\$ 200.00 \$ 3,864.00 \$ 250,000.00 \$ 250,000.00 \$ 125.00 \$ 1,668.00 \$ 725.00 \$ 1,668.00 \$ 725.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00	0
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