

**Minutes of  
Robert and Christine Steinmann Family Foundation  
Quarterly Board of Directors Meeting, April 14th, 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 April 14, 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:** Bruce Fister presented the minutes of the January 13<sup>th</sup>, 2015 meeting. Carolyn Cappel Rose moved that the minutes be accepted as written. Kent Fister seconded the motion. There was no further discussion and the motion passed with unanimous consent.
4. **Report of Standing Committee**
  - a. Grant & Scholarship
    - i. Kristi Walker confirmed that she spoke to Dr. Julia Carter of the Hudson Cancer Research Lab regarding her voicemail to Bruce Fister. She was requesting funds for undergraduates from Xavier UC Northern Kentucky to be interns over the summer in their lab. Kristi advised her that it was too late for summer 2015 grants and pointed her to the website for our information and application for future use.
  - 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 be \$218,200.
      1. Kristi Walker the load the 990 to the website.
  - c. Finance
    - i. Carolyn Cappel Rose presented that we have \$136,922 in the cash account. (no enclosure from now on)



Enclosure 1

**Agenda  
Robert and Christine Steinmann Family Foundation  
Board of Directors Meeting  
14 April 7:30 PM EST**

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

Roll Call	Bruce
Approval of Minutes	Kristi
Report of Standing Committees	
Grant and Scholarship	Kristi/Carolyn
Investments	Bruce
Finance	Carolyn
Old Business	
LLC/Apartment Update/Financial Status	Carolyn
New Business	
Director Salaries	Bruce
Kristi New Zealand Status	Kristi
Next Board Meeting Date	Bruce
Meeting Adjourned	Bruce

## Enclosure 2

### Investment Report

ACCOUNT	30/12/14	31/03/15	30/06/15	30/09/15	31/12/15
MMKT	\$ 132,712.98	\$136,922.51			
EQUITIES	\$ 3,527,179.27	\$ 3,654,559.75			
FIXED INCOME	\$ 400,684.50	\$ 368,380.07			
<b>TOTAL</b>	<b>\$ 4,060,576.75</b>	<b>\$4,159,862.33</b>			
<b>ALLOCATIONS</b>					
CASH	3%	3%			
EQUITIES	87%	88%			
FIXED INCOME	10%	9%			
<b>OPERATIONAL BUDGET FOR YTD 2015</b>					
	<b>ESTIMATE</b>	<b>ACTUAL</b>	<b>VARIANCE</b>		
INCOME	\$ 8,662.84	\$ 11,650.10	\$ 2,987.26		
EXPENSES	<b>\$ 5,505.00</b>	\$ 5,742.14	\$ (237.14)		
NET GAIN	\$ 3,157.84	\$ 5,907.96	<b>\$ 2,750.12</b>		
<b>Notes: Estimate includes income from LLC account of :</b>			\$ 3,662.84		
Actual received	\$ 7,717.43				
Expenses above actual, legal/CPA.					