

**Minutes of
Robert and Christine Steinmann Family Foundation
Quarterly Board of Directors Meeting, July 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 July 14, 2015 at 7:30 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 7:30 PM EST. See agenda, enclosure 1.
2. **Roll Call:** The following directors attended the meeting:
 - a. **Carolyn Cappel Rose**
 - b. **Bruce Fister**
 - c. **Kristi Walker**

The following director was unable to attend the meeting:

**Robert Stretch
Kent Fister**

3. **Reading of the Minutes:** Bruce Fister presented the minutes of the April 14th, 2015 meeting. Kristi Walker moved that the minutes be accepted as written. Carolyn Cappel Rose 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 reviewed the 2015 grant requests, enclosure 2. Carolyn Cappel Rose moved that the grants be accepted as written, Bruce seconded the motion. The organizations that will not receive grants for 2015 will receive their declination letters in July/August. The organizations agreed to receive grants will be notified after the October board meeting.
 - b. Investments
 - i. Bruce Fister presented the investment documents, see enclosure 3.
 - c. Finance
 - i. Carolyn Cappel Rose presented that we have \$117,756.40 in the cash account.
5. **New Business**
 - a. Vi Wittikind/Apartment Visit
 - i. Bruce Fister visited Vi Wittikind and the apartments. Apartments and grounds were in good condition. Vi's sons are involved in the apartments and will be able to help Vi or even take over at some point.

- b. Loan Status
 - i. September is the last payment of the loan to Vi.
 - c. Bruce Fister reviewed the policies and circulated updated versions to the Board. Carolyn Cappel Rose moved that the policies be updated according to the circulated version, Kristi Walker seconded the motion.
 - i. Grant application and review process
 - ii. Grant evaluation criteria
 - iii. Individual director selected grants
6. **Next Board Meeting:** October 9th, 2015 7:30 EDT.
7. **Meeting adjourned:** Carolyn Cappel moved to adjourn the meeting.

Enclosure 1

Agenda
Robert and Christine Steinmann Family Foundation
Board of Directors Meeting
July 14, 2015 7:30 PM EDT

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

Roll Call	Bruce
Approval of Minutes	Kristi
Report of Standing Committees	
Grant and Scholarship	Kristi
Investments	Bruce
Finance	Carolyn
Old Business	
Policy Update	Bruce
New Business	
Vi Wittikind/ Apartment Visit	Bruce
Loan Status	Bruce
Next Board Meeting Date	Bruce
Meeting Adjourned	Bruce

Enclosure 2

The Grants and Scholarships Committee
Request Approval from the
Board of Directors
Grants for 2015

		2014	%	2015	%
UC Scholarship		25,000	11.8	25,000	11.5
Good Sam Scholarship		25,000	11.8	25,000	11.5
Christian Benevolent Association		20,000	9.5	20,000	9.2
Joseph House		27,857	13.2	26,098	12.0
Mercy Neighborhood Ministries		23,000	10.9	20,000	9.2
Maple Knoll Communities		20,000	9.5	25,000	11.5
Clovernook Center		17,143	8.1	16,662	7.6
Gulfport Church		10,800	5.1	8,000	3.7
Cincinnati Center for Respite Care				8,800	4.0
Wood Hudson Cancer Research Laboratory, Newport, KY					0.0
School Computers - Starfire Council of Cincinnati			0.0	0	0.0
Covington's Ladies Home Make-A-Wish Cincinnati					0.0
Total		168,800	80.0	174,560	80.0
OCF	Bruce	8,440	4.0	8,728	4.0
Adoptabook	Kent	8,440	4.0	8,728	4.0
YOU Organization, Cleveland	Carolyn	8,440	4.0	8,728	4.0
Children's Hospital CMV Research	Bob	8,440	4.0	8,728	4.0
Ft. Mill Care Center	Kristi	8,440	4.0	8,728	4.0
Total		42,200	20.0	43,640	20.0
		42,200		43,640	
Grant Totals		211,000		218,200	

Enclosure 3

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	\$ 122,756.40		
EQUITIES	\$ 3,527,179.27	\$ 3,654,559.75	\$ 3,630,486.45		
FIXED INCOME	\$ 400,684.50	\$ 368,380.07	\$ 324,507.87		
TOTAL	\$ 4,060,576.75	\$4,159,862.33	\$ 4,077,750.72		
ALLOCATIONS					
CASH	3%	3%	3%		
EQUITIES	87%	88%	89%		
FIXED INCOME	10%	9%	8%		
OPERATIONAL BUDGET FOR YTD 2015					
	ESTIMATE	ACTUAL	VARIANCE		
INCOME	\$ 42,326.00	\$ 46,525.00	\$ 4,199.00		
EXPENSES	\$ 34,160.00	\$ 39,195.00	\$ (5,035.00)		
NET GAIN	\$ 8,166.00	\$ 7,330.00	\$ (836.00)		
Notes: Estimate includes income from LLC account of :			\$ 7,326.00		
Actual received	\$ 13,380.00				
Expenses above estimates, legal/CPA/IRS.					
Income above estimate, increased LLC payments.					