



# City of West Allis

## Meeting Minutes

### West Allis Community Improvement Foundation, Inc.

Tuesday, September 24, 2019

4:02 PM

City Hall - Room 128

#### REGULAR MEETING

#### A. CALL TO ORDER

*Foundation President Wikenhauser called the meeting to order at 4:02 p.m.*

#### B. ROLL CALL

**Present** 7 - Mayor Dan Devine, Ms. Rebecca Grill, Mr. Gerald C. Matter, Ms. Patricia Wikenhauser, Mr. Paul M. Ziehler, Ald. Thomas G. Lajsic, and Ms. Stephanie Emons

**Excused** 2 - Mr. Tim Meyers, and Mr. Matt Rupena

#### Others Present:

Ald. Weigel; Jason Schaak, Interim Deputy Fire Chief; Caitlyn White, Tourism & Event Coordinator; Jeanette Wardinski, Staff Support

#### C. APPROVAL OF MINUTES

1. [19-0577](#) Minutes (draft) of June 18, 2019

**A motion was made by Ald. Lajsic, seconded by Mr. Ziehler, to approve the minutes. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

#### D. NEW MATTERS

2. [19-0587](#) Annual Election of Officers

**A motion was made by Ald. Lajsic, seconded by Ms. Grill, to re-elect all current officers. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

3. [19-0578](#) Financial Report - January to August 2019

*During discussion of the financial report, it was the consensus of the Board to move the remaining 2019 Charity Gala funds to the Foundation's Undesignated Funds. On a question raised, Ms. Grill said she assumes the \$13,000 gifted to the Dog Park Project is included in the fund balance for the dog park.*

**A motion was made by Mr. Ziehler, seconded by Ald. Lajsic, to approve the Financial Report. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

No: 0

4. [19-0607](#) Financial Agent request from Fire Department regarding donations for community risk reduction efforts

*Interim Deputy Fire Chief Jason Schaak was present to discuss the financial agent request. He also thanked the Foundation members for support with the antique fire engine. He said it will be stored at the Fire Administration garage and used for display at city events, parades, etc.*

**A motion was made by Ald. Lajsic, seconded by Ms. Emons, to approve the Fire Department's financial agent request regarding donations for community risk reduction efforts. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

No: 0

5. [19-0579](#) MACC Fund (Candy Cane Lane) Donation Request

*Ms. Wikenhauser said we've donated \$200 the last few years for this community fundraising effort. There was discussion and agreement to increase the amount gifted.*

**A motion was made by Mr. Ziehler, seconded by Ald. Lajsic, to approve a \$250 donation for the MACC Fund's "Sharing Christmas on Candy Cane Lane." The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

No: 0

6. [19-0580](#) AWAMC Evening of Promise Donation

*Ms. Wikenhauser said we've sponsored a \$300 Foundation ad for the Aurora West Allis Medical Center's Evening of Promise program book for the last few years. Because of the early deadline for sponsorship/ad copy, she authorized the expenditure for this year's event. She just needs confirmation of this action.*

**A motion was made by Ald. Lajsic, seconded by Mr. Matter, to approve the \$300 donation to AWAMC Evening of Promise for a program book ad. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

No: 0

7. [19-0581](#) Request for West Allis Community Improvement Foundation support of the Safety Cadet Program

*Ms. Wikenhauser asked Ms. Grill to comment. Ms. Grill proposes removing this program funding from the city budget and have the Foundation support the effort, which is in keeping with the Foundation's mission of supporting educational programs. Discussion on the potential for all 11 elementary schools requesting support for their safety cadet recognition program, and several ideas were suggested for financial support. Finally, it was decided that based on the amount budgeted by the city, which Ms. Grill will verify, that amount would be divided between all the schools that request funds.*

**9/28/19 NOTE:** Ms. Grill investigated and verified that \$200 is budgeted in 2019.

**A motion was made by Ald. Lajsic, seconded by Mr. Ziehler, to approve \$200 Foundation funding for the Safety Cadet Program. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

8. [19-0582](#)

WaterStone Bank Foundation Partner Opportunity benefitting the West Allis Community Improvement Foundation

*Ms. Wikenhauser mentioned WaterStone Bank has contacted the Foundation regarding its new branch opening in West Allis and request to partner with the Foundation on a new checking account promotion resulting in charitable benefits to the Foundation. Ms. Grill explained the bank requests use of our logo on its marketing materials for their new customer incentive program, which also includes the opportunity that the Foundation is selected as a charity of choice by new customers, resulting in a \$250 donation each time selected. Mr. Lajsic said the bank has been a good partner with the Foundation, supporting both the breakfast and gala over the years.*

**A motion was made by Mr. Matter, seconded by Ald. Lajsic, to approve use of Foundation logo and partner with WaterStone Bank for charitable purposes. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

**E. MATTERS FOR DISCUSSION/ACTION**

9. [19-0583](#)

Discussion about making the Foundation website a subpage of the City webpage

*Ms. Grill explained that making the Foundation website a subpage of the city webpage gives the Foundation more exposure and saves the \$360 annual fee. Mr. Ziehler asked if a google search is done on the Foundation name, will the subpage present? Ms. Grill said yes. The Board concurred with the suggested website change. Ms. Wikenhauser asked for notification when this is in operation.*

**A motion was made by Ald. Lajsic, seconded by Mr. Ziehler, to approve the Foundation website becoming a subpage of the city webpage. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

10. [19-0584](#)

West Allis Community Improvement Foundation featured in fall issue of City Magazine

*Ms. Wikenhauser said the article was in the most recent city magazine, and this is for information only.*

**This matter was Discussed**

11. [19-0585](#)

2019 Community Breakfast of Thanks & Giving

*Lengthy discussion on Breakfast ticket cost versus what the Hampton charges, menu offerings, what amount is left for food pantry donations, venues, etc. Ms. Wikenhauser suggested raising the ticket price to \$35, but most members prefer keeping the same cost as last year with menu adjustments to reduce the amount charged by the Hampton.*

*Our goal is to maximize food pantry donations and minimize breakfast costs. Mayor Devine suggested doing a 50/50 raffle in addition to the Rupena's holiday dinner raffle as a means to raise funds. Ms. Emons suggested the choral members sell tickets, and Ms. Grill confirmed the Foundation's raffle license covers this activity. Ms. Wikenhauser confirmed the speaker is Fr. Wrobel of the Waukesha Catholic Community, and she asked for clergy suggestions for the other parts of the program. The non-perishable food collection was discussed with expanded efforts through a new city employee challenge to increase donations. Ms. Wikenhauser said she will meet with the Hampton catering manager on menu offerings and encourage their support of the pantries through reduced pricing options. Ms. Emons will work on a choral group for the program, and Ms. Wardinski has contacted the Police Honor Guard for color presentation (Fire Honor Guard is not available to assist this year).*

**A motion was made by Mr. Matter, seconded by Ald. Lajsic, to continue the \$30 Breakfast ticket cost and \$240 reserved table cost. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0

**12. [19-0586](#) 2020 Community Charity Gala Beneficiary Applications**

*Ms. Wikenhauser noted we received three gala beneficiary applications, including the school district submittal held from last year. She recommends extending the application deadline to October 31 to encourage additional submittals. Ms. White will update the websites and social media offerings with the extended deadline date. The Board agreed to meet on November 12 at 4 p.m. to review all beneficiary applications and make a selection, and also tentatively scheduled December 10, 4 p.m., to meet with the selected beneficiary.*

**This matter was Discussed**

**F. ADJOURNMENT**

**A motion was made by Ms. Grill, seconded by Mr. Matter, to Adjourn the meeting at 4:50 p.m. The motion carried by the following vote:**

**Aye:** 7 - Mayor Devine, Ms. Grill, Mr. Matter, Ms. Wikenhauser, Mr. Ziehler, Ald. Lajsic, and Ms. Emons

**No:** 0



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

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Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

#### LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.