

# Itasca Waters Board Meeting Minutes

November 9, 2020 4:30 pm online via Zoom

Attendance (quorum 7 of voting Board): Present (P), Absent (A), Excused(E). Non-voting Technical Advisory Board (TAB)

Sandy Anderson	P	John Downing	P	Lynn Moratzka	P	Andy Arens (TAB)	A
Jan Best	P	Bill Grantges	P	Jan Sandberg	P	Benjamin Benoit (TAB)	A
Megan Christianson	P	Pat Leistikow	P	Davin Tinquist	A	Eric Raitanen (TAB)	A
Kathy Cone	A	David Lick	P	Brian Whittemore	P	Dan Steward (TAB)	A
Jesse Davis	P	Shirley Loegering	P			Dan Swenson (TAB)	A

Guests: Laura Connelly and Ed Zabinski from UnTapped (Bush grant)

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
Call to order	Meeting called to order by Jesse Davis at about 4:32 pm	
1.a Agenda	The agenda was circulated in advance of the meeting. Amend to move Bush report after Financial. <i>Motion to approve the agenda as amended. (Brian Whittemore, Dave Lick) M/S/U</i>	
1.b Minutes from September 14, 2020	The minutes were circulated after the September 14 meeting. <i>Motion to approve the Board minutes from September 14, 2020 (Shirley Loegering, Pat Leistikow) M/S/U</i>	
1.c Financial Reports A#1.c-1, A#1.c-2., A#1.c-3. A#1.c-4, A#1.c-5, A#1.c-6  A#1.c-7  A#1.c-8	Pat quickly reviewed the finances—she added a line for committee budgets to better see what is left. <i>Motion to approve the Treasurer’s report.(Jan Sandberg, Brian Whittemore) M/S/U</i>  <b>990:</b> The form for 2019 was just received. It requires Board approval for the Minnesota Charitable report (not IRS). Pat has communicated with Kurt about a few details. She needs another signature to submit by the 30 <sup>th</sup> . Shirley asked for last four years of 990s forwarded to Sandy—2014-2019. <i>Motion to approve the 2019 990. ( Dave Lick, Megan Christianson) M/S/U</i>  <b>Lease:</b> There was considerable discussion about the office lease—do we need an office, if so for how long, can we go month to month, is it important that the Blandin grant has funds for an office, do we have options for storage, will a coordinator want to work from home, can we get a reduction in the lease amount? The addendum includes a 5% increase with a small break for several months earlier this year. Pat wants to talk to Crystal at the Mall. She suggests extending to December 31, 2020 and a month to month. Dave suggested asking for a reduction in the lease. There may be other leasing options. <i>Motion to approve a month to month lease with discussion to be continued in January. (Brian Whittemore, Dave Lick) M/S/U</i>	<ul style="list-style-type: none"> <li>• Pat and another Board member to sign the 990 by November 30</li> <li>• Pat will send Shirley/Sandy 990 forms for 2014-2019 for posting to the website</li> <li>• Committee chairs should submit 2021 committee budgets (without line item detail) by the end of the year.</li> <li>• Pat will talk with Mall staff about lease options.</li> </ul>
1.d Ratify Past Actions of Executive Committee A#1.d	<i>Motion to approve the email vote of the Executive Committee to authorize Brian Whittemore to move forward with the Personnel Committee (Jan Sandberg, John Downing) M/S/U</i>	
1.e President’s Report	No report	
1.f Office Report	See membership report.	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
<b>Committee Reports</b>		
2.a Executive/ Governance	No report	
2.b Finance	No report	
2.c Grants A#2.c		<ul style="list-style-type: none"> <li>• Committees with ideas in need of funding should let Lynn know.</li> </ul>
2.d Marketing	<p><b>KAXE:</b> the increase in announcements for 2020 will be continued in the 2021 budget. Question about considering 89.7 as an alternative market.</p> <p><b>Change of Chair:</b> Brian agreed to relieve Sandy of the Marketing chair position.</p>	
2.e Membership & Fundraising A#2.e	Shirley updated the Board on the mailing to new lakeshore owners, paid for by the Shoreland Committee, and other membership drive activities. .	<ul style="list-style-type: none"> <li>• Dave and others will help Shirley with heavier materials for the mailing.</li> </ul>
2.f Personnel A#2.f	<p>Brian made a presentation about his recent work based on lessons learned after our last coordinator. Discussion focused on hiring a coordinator and supervision.</p> <p>The Committee goals by end of year:</p> <ul style="list-style-type: none"> <li>Revise coordinator job description</li> <li>Revise liaison/supervisor job description</li> <li>Revise reporting procedure</li> <li>Hire new coordinator early next year</li> </ul> <p>Committee membership: Jesse, Megan and John D offered to help.</p>	<ul style="list-style-type: none"> <li>• Personnel Committee to pursue four goals.</li> </ul>
2.g Planning	No report	
2.h Shoreland Advisors A#2.h	Dave spoke with U of MN about plant availability.	
2.i Vision/New Projects	No report	
2.j Youth Water Summit	Dave is still working with Melanie Dubay.	
<b>Unfinished Business</b>		
<p>3.a Bush Grant Report A#3.a-1</p> <p>A#3.a-2</p>	<p><b>Elected Officials:</b> Laura updated the Board on their work with elected officials, as detailed in A#3.a-1, including reasons that some jurisdictions offered for not supporting the resolution (no one voted no, they just tabled it). Laura and Ed are going to Itasca County next week. Laura suggested that they could write a summary to be submitted to Britta.</p> <p>Lynn asked for a report on comments from County Commissioners. Members were encouraged to watch the meeting online on ICTV.</p> <p><b>Marketing report :</b> Laura noted that Untapped’s two years are up April 2021 and the best use of their time is to push basic stuff with the community.</p> <p>Social media: suggested hiring a social media liaison. Dave reported on conversations with Ryan Duchene Wired to Fish who believes we need to do more with social media. General discussion about timing, focus and analysis.</p> <p><i>Motion to approve \$30 per hour, capped at \$1500 from Bush marketing funds to hire a social media consultant managed by Untapped. (Lynn Moratzka, Dave Lick) M/S/U</i></p>	<ul style="list-style-type: none"> <li>• Laura will prepare summary for the Herald Review.</li> <li>• Untapped will work with Pat L on contract for consultant</li> </ul>

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
	<p><i>Motion to approve the use of billboards in principle and direct Laura and Ed to research options with final approval from the Executive Committee on cost, message, and location. (Megan Christianson, John Downing) M/S/U</i></p> <p>Another focus is to push the Seven Easy Things message (requires Untapped's time). They work with the Marketing Committee to design pieces, such as for utility inserts. The collaboration pieces are not expensive (#3 and #6). Dave mentioned possible collaboration with WDIO TV (Miriam Mackar).</p> <p>Laura suggested hiring Dan Connelly to take photos/videos—focus on lakes, recreation and good practices. Estimated cost of \$1,500 a day.</p> <p><i>Motion that the Board supports the idea of hiring a videographer for photos and videos with Untapped preparing a more specific proposal for the Executive Committee and Marketing Committee. (Bria Whittemore, Lynn Moratzka) M/S/U</i></p> <p>Added comment that any product should be accessible (captions).</p>	<ul style="list-style-type: none"> <li>• Untapped will prepare billboard options for the Executive and Marketing committees.</li> <li>• Untapped will prepare a more specific videographer proposal for the Executive and Marketing committees.</li> </ul>
<b>New Business</b>		
4.a Officers for 2021	Jan, Brian, Pat, and Dave were elected to three-year terms in 2019 and are not up for renewal until 2022. Last year, Jesse was elected to fill Dave Lick's unexpired term. Barring any resignations, there is no need for officer elections in January.	
4.c.i Closed Meetings A#4.c.i	Ran out of time again.	
4.c.ii Recording Meetings A#4.c.ii	Ran out of time again.	
4.c.iii Project Approvals A#4.c.iii	Ran out of time again.	
4.c.iv Email Votes A#4.c.iv	Ran out of time again.	
4.c.v Agendas & Minutes A#4.c.v	Ran out of time again.	
Adjournment	<i>Hearing no objection, adjourned the meeting at 6:30 pm</i>	

**Upcoming Events**

January 11, 2020

Board Meeting--4:30 pm, Online via Zoom

Executive Committee meetings are held as needed and communicated in advance to the Board and Technical Advisory Board.

Itasca Waters												
2020 October Budget Summary												
Fiscal Year Ending 12-31-2020												
	Itasca Waters			Blandin Foundation - Old			Blandin Foundation			Bush Foundation		
	Operating						Shoreland					
	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance
<b>Revenues</b>												
Memberships and Donations	8,500.00	2,229.00	6,271.00							-	-	-
Misc Grants	1,000.00	-	1,000.00							-	-	-
Private Grants	-	-	-				40,000.00	40,000.00	-	-	-	-
Memorials	250.00	-	250.00							-	-	-
Edward Jones stock donation	-	-	-							-	-	-
Edward Jones Sale	-	-	-							-	-	-
Interest and Dividends	500.00	167.51	332.49							-	-	-
Administrative fee	2,000.00	-	2,000.00							-	-	-
Miscellaneous	-	-	-							-	-	-
<b>Total Revenue</b>	<b>12,250.00</b>	<b>2,396.51</b>	<b>9,853.49</b>				<b>40,000.00</b>	<b>40,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>												
Contracted Services	200.00	-	200.00	700.00		700.00	8,697.00	435.13	8,261.87	11,780.00		11,780.00
<b>Consultant</b>										58,020.00	35,525.00	22,495.00
Board Development										6,310.00	602.59	5,707.41
Salaries and Wages	-	-	-	-	-	-	45,000.00	14,366.61	30,633.39	-	-	-
Employer paid benefits	30.00	32.00	(2.00)	-	-	-	4,775.00	1,226.55	3,548.45	-	-	-
Telephone	1,800.00	1,155.48	644.52	-	-	-	-	-	-	-	-	-
Accounting Fees	3,000.00	1,063.30	1,936.70	-	-	-	-	-	-	-	-	-
Membership and Fees	1,900.00	1,107.48	792.52	-	-	-	-	125.00	(125.00)	-	-	-
Grant Administration Fee	-	-	-	-	-	-	3,000.00	-	3,000.00	-	-	-
Insurance	2,100.00	1,126.00	974.00	-	-	-	-	-	-	-	-	-
Interest and fees	25.00	-	25.00	-	-	-	-	-	-	-	-	-
Coordinator Mileage and Travel	-	-	-	-	-	-	1,000.00	-	1,000.00	540.00		540.00
Registration Conferences	-	-	-	-	-	-	-	-	-	-		-
Postage	825.00	715.00	110.00	-	-	-	500.00	33.00	467.00	3,280.00		3,280.00
Program Supplies	100.00	1,223.68	(1,123.68)	3,800.00		3,800.00	7,000.00	807.60	6,192.40	11,000.00	323.78	10,676.22
Promotion	500.00	-	500.00	500.00		500.00	15,000.00	4,920.35	10,079.65	-		-
Rental and Storage	-	-	-	500.00		500.00	4,350.00	3,247.79	1,102.21	4,903.00		4,903.00
Repair and Maintenance	-	-	-	-		-	-	-	-	-		-
Office Supplies	300.00	126.53	173.47	-		-	1,000.00	643.59	356.41	-		-
Printing	600.00	-	600.00	500.00		500.00	1,000.00	-	1,000.00	-		-
Website	500.00	1,102.01	(602.01)	-		-	1,500.00	662.25	837.75	-		-
<b>Total Expenditures</b>	<b>11,880.00</b>	<b>7,651.48</b>	<b>4,228.52</b>	<b>6,000.00</b>		<b>6,000.00</b>	<b>92,822.00</b>	<b>26,467.87</b>	<b>66,354.13</b>	<b>95,833.00</b>	<b>36,451.37</b>	<b>59,381.63</b>
Revenues over(under) Expenditures	370.00	(5,254.97)										
Cash balance 10/31/2020			<b>56,602.38</b>			<b>12,888.36</b>			<b>66,354.45</b>			<b>59,381.60</b>

ATTACHMENT A#1.c-2

Itasca Waters									
<b>October Summary</b>	<b>2020</b>								
Fiscal Year ending 12/31/2020									Youth Education
November 4, 2020					Blandin			Summit	
	IWLP	Membership		Bush	Shoreland	Shoreland	Shoreland	Blandin	
	Operating	FundraiDrive	Memorials	Foundation	Project	Marketing	Advisors	IWLP Operating	Total
<b>Revenue</b>									
<b>Beginning Balance 01/01/2020</b>	<b>59,673.60</b>	<b>-</b>	<b>2,183.75</b>	<b>95,832.97</b>	<b>52,822.32</b>		<b>-</b>	<b>12,888.36</b>	<b>223,401.00</b>
Memberships and Donations	2,229.00								2,229.00
Bush Grant									-
Blandin Grants					40,000.00				40,000.00
Miscellaneous grants									
Minnesota Hummanities Grant									-
Memorials									-
Interest and Dividends	167.51								167.51
Gain(loss) on sale									
Administrative fee									-
Miscellaneous									-
Subtotal Revenue FY 2019	2,396.51	-	-	-	40,000.00	-	-	-	42,396.51
<b>Available Cash Revenue FY 2020</b>	<b>\$ 62,070.11</b>	<b>\$ -</b>	<b>\$ 2,183.75</b>	<b>\$ 95,832.97</b>	<b>\$ 92,822.32</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,888.36</b>	<b>\$ 265,797.51</b>
<b>Expenditures</b>									
Contracted Services							435.13		435.13
Consultant				35,525.00					35,525.00
Salaries and Wages					14,366.61				14,366.61
Employer paid benefits	32.00				1,226.55				1,258.55
Board Development				602.59					602.59
Telephone	1,155.48								1,155.48
Accounting Fees	1,063.30								1,063.30
Dues and Memberships	950.00						125.00		1,075.00
Event Expense	500.00								500.00
Grant Administration Fee									-
Insurance	1,126.00								1,126.00
Interest and fees									-
Postage	55.00	660.00					33.00		748.00
Education									-
Program Supplies	103.27	620.41		323.78	121.57	359.10	326.93		1,855.06
Office Supplies	56.01	70.52			643.59				770.12
Promotion						2,037.40	2,882.95		4,920.35
DonorSnap fees		157.48							157.48
Rental and Storage					3,247.79				3,247.79
Printing									-
Website	1,102.01				662.25				1,764.26
<b>Subtotal Expenditures FY 2020</b>	<b>\$ 6,143.07</b>	<b>\$ 1,508.41</b>	<b>\$ -</b>	<b>\$ 36,451.37</b>	<b>\$ 20,268.36</b>	<b>\$ 2,396.50</b>	<b>\$ 3,803.01</b>	<b>\$ -</b>	<b>\$ 70,570.72</b>
<b>Budget</b>	<b>9,880.00</b>	<b>2,000.00</b>	<b>-</b>	<b>95,833.00</b>	<b>78,822.00</b>	<b>6,000.00</b>	<b>8,000.00</b>	<b>6,000.00</b>	
<b>Ending Cash balance 10/31/2020</b>	<b>\$ 55,927.04</b>	<b>\$ (1,508.41)</b>	<b>\$ 2,183.75</b>	<b>\$ 59,381.60</b>	<b>\$ 72,553.96</b>	<b>\$ (2,396.50)</b>	<b>\$ (3,803.01)</b>	<b>\$ 12,888.36</b>	<b>\$ 195,226.79</b>
Checking									20,082.66
Payroll timing differences									-
Savings									175,144.13
Edward Jones									-
<b>Total Cash Balance 10/31/2020</b>									<b>\$ 195,226.79</b>
<b>Cash Balance by Fund</b>		<b>56,602.38</b>		<b>59,381.60</b>		<b>66,354.45</b>		<b>12,888.36</b>	<b>195,226.79</b>





Itasca Water Legacy Partnership										Youth	
Detail Fiscal Year 2020										Summit	
		<b>October 31, 2020</b>		IWLP	Membershp	IWLP	Bush	Blandin	Blandin/S	Shoreland	Blandin
			Operating	Drive/Fundraising	Memorial	Foundation	Shoreland	Marketing	Advisors	IWLP	
2404	6/29/2020	Paul Bunyan	94.75			94.75					94.75
2405	6/29/2020	AT&T	123.37	123.37							123.37
2406	6/29/2020	Card Service Center	66.29								-
		Bd Devel Zoom				16.02					16.02
		Advisors postage							33.00		33.00
		Marketing Facebook						17.27			17.27
2407	6/30/2020	Zachary Simpson	691.58					691.58			691.58
	6/30/2020	Withholding	141.75					141.75			141.75
2408	6/30/2020	Central Square Mall	249.83					249.83			249.83
2409	6/30/2020	unTapped	3,150.00			3,150.00					3,150.00
2410	6/30/2020	Jan Sandberg	55.00		55.00						55.00
ACH	7/2/2020	DonerSnap fees	16.26		16.26						16.26
2411	7/15/2020	Zachary Simpson	691.58					691.58			691.58
	7/15/2020	Withholding	141.75					141.75			141.75
2412	7/19/2020	Lamar Companies	450.00						450.00		450.00
2413	7/31/2020	Zachary Simpson	691.58					691.58			691.58
	7/31/2020	Withholding	141.75					141.75			141.75
2414	7/31/2020	Card Service Center	397.25								-
		Zoom				16.02					16.02
		Best Buy						129.43			129.43
		Sweetwater Sound						212.68			212.68
		ICTV						16.99			16.99
		Facebook						22.13			22.13
2415	7/31/2020	Central Square Mall	356.90					356.90			356.90
2416	7/31/2020	Paul Bunyan	94.75			94.75					94.75
	8/3/2020	DonerSnap fees	15.00		15.00						15.00
2417	8/12/2020	Terry Barth Design LLC	318.75					318.75			318.75
2418	8/12/2020	unTapped	2,130.00			2,130.00					2,130.00
2419	8/12/2020	AT&T	123.51	123.51							123.51
2420	8/14/2020	Zachary Simpson	691.58					691.58			691.58
	8/14/2020	Withholding	141.75					141.75			141.75
2421	8/18/2020	Kirk Gilbertson	266.30	266.30							266.30
2422	8/18/2020	Lamar Companies	450.00						450.00		450.00
2423	8/31/2020	Zachary Simpson	691.58					691.58			691.58
	8/31/2020	Withholding	141.75					141.75			141.75
2424	8/31/2020	US Liability Ins Comp	954.00	954.00							954.00
2425	8/31/2020	Central Square Mall	356.90					356.90			356.90
2426		Written in 2019	-	-							-
2427	8/5/2020	unTapped	2,850.00			2,850.00					2,850.00
2428	8/31/2020	Paul Bunyan	94.75			94.75					94.75
2429	8/31/2020	AT&T	95.85	95.85							95.85
2430	8/31/2020	Card Service Center - zoom	16.62			16.62					16.62
ACH	9/2/2020	DonerSnap fees	15.00		15.00						15.00
ACH	9/9/2020	Harland Clarke - checks	56.01	56.01							56.01
2431	9/12/2020	Larmar Companies	450.00						450.00		450.00





Itasca Water Legacy Partnership										Youth	
Detail Fiscal Year 2020										Summit	
October 31, 2020										Blandin	
			IWLP	Membership	IWLP	Bush	Blandin	Blandin/S	Shoreland	Blandin	
			Operating	Drive/Fundraising	Memorial	Foundation	Shoreland	Marketing	Advisors	IWLP	
2/3/2020	Membership	100.00	100.00							100.00	
2/21/2020	Online donations	71.00	71.00							71.00	
2/29/2020	Interest	39.02	39.02							39.02	
3/13/2020	Membership	100.00	100.00							100.00	
3/31/2020	Membership	30.00	30.00							30.00	
3/31/2020	Interest	18.42	18.42							18.42	
4/13/2020	Membership	50.00	50.00							50.00	
4/24/2020	Membership	101.00	101.00							101.00	
4/30/2020	Interest	13.16	13.16							13.16	
5/12/2020	Membership	50.00	50.00							50.00	
5/19/2020	Blandin Foundation	40,000.00					40,000.00			40,000.00	
5/31/2020	Interest	9.43	9.43							9.43	
6/15/2020	Online donations	30.00	30.00							30.00	
6/24/2020	Superior Point	46.00	46.00							46.00	
6/30/2020	Interest	8.22	8.22							8.22	
7/20/2020	Sand Lake Association	500.00	500.00							500.00	
7/31/2020	Blandin Donation Barcus	100.00	100.00							100.00	
7/31/2020	Membership	100.00	100.00							100.00	
7/31/2020	Interest	8.50	8.50							8.50	
8/31/2020	Interest	8.50	8.50							8.50	
9/9/2020	Membership	35.00	35.00							35.00	
9/30/2020	Interest	7.27	7.27							7.27	
10/16/2020	Membership	100.00	100.00							100.00	
10/19/2020	Online donations	30.00	30.00							30.00	
10/21/2020	Sand Lake Association	200.00	200.00							200.00	
10/26/2020	Online donations	30.00	30.00							30.00	
10/31/2020	Interest	7.44	7.44							7.44	
										-	
<b>Total Receipts</b>		<b>42,706.51</b>	<b>2,706.51</b>	-	-	-	<b>40,000.00</b>	-	-	-	<b>42,706.51</b>
<b>Current Balance</b>		<b>195,305.84</b>	<b>55,927.04</b>	<b>(1,508.41)</b>	<b>2,183.75</b>	<b>59,381.60</b>	<b>72,553.96</b>	<b>(2,396.50)</b>	<b>(3,803.01)</b>	<b>12,888.36</b>	<b>195,226.79</b>

Itasca Water Legacy Partnership  
Balance Sheet by Class

As of October 31, 2020

	Bush Foundation	Gen-Water Legacy	Memorials	Shoreland	Water Economic Study Water Legacy	Total Water Economic Study	Water Summit- Youth	We Are Water	TOTAL
<b>ASSETS</b>									
Current Assets									
Checking/Savings									
1010 - Cash in Bank	-40,618.40	18,396.38	3,583.12	51,354.30	-12,467.63	-12,467.63	-165.26	0.15	20,082.66
1070 - Savings & short-term investment	100,000.00	34,788.14	0.00	15,000.00	25,355.99	25,355.99	0.00	0.00	175,144.13
Total Checking/Savings	59,381.60	53,184.52	3,583.12	66,354.30	12,888.36	12,888.36	-165.26	0.15	195,226.79
Total Current Assets	59,381.60	53,184.52	3,583.12	66,354.30	12,888.36	12,888.36	-165.26	0.15	195,226.79
<b>TOTAL ASSETS</b>	<b>59,381.60</b>	<b>53,184.52</b>	<b>3,583.12</b>	<b>66,354.30</b>	<b>12,888.36</b>	<b>12,888.36</b>	<b>-165.26</b>	<b>0.15</b>	<b>195,226.79</b>
<b>LIABILITIES &amp; EQUITY</b>									
Equity									
3100 - Contributed Capital	0.00	27,049.80	0.00	0.00	0.00	0.00	0.00	0.00	27,049.80
32000 - Net Assets (Close)	95,832.97	31,389.69	3,583.12	52,822.17	12,888.36	12,888.36	-165.26	0.15	196,351.20
Net Income	-36,451.37	-5,254.97	0.00	13,532.13	0.00	0.00	0.00	0.00	-28,174.21
Total Equity	59,381.60	53,184.52	3,583.12	66,354.30	12,888.36	12,888.36	-165.26	0.15	195,226.79
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>59,381.60</b>	<b>53,184.52</b>	<b>3,583.12</b>	<b>66,354.30</b>	<b>12,888.36</b>	<b>12,888.36</b>	<b>-165.26</b>	<b>0.15</b>	<b>195,226.79</b>

**Itasca Water Legacy Partnership**  
**Profit & Loss by Class**  
January through October 2020

	<u>Bush Foundation</u>	<u>Gen-Water Legacy</u>	<u>Shoreland</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4220 · Grants	0.00	0.00	40,000.00	40,000.00
4240 · Donations	0.00	242.00	0.00	242.00
5100 · Memberships	0.00	1,987.00	0.00	1,987.00
5310 · Interest Earned	0.00	167.51	0.00	167.51
<b>Total Income</b>	<u>0.00</u>	<u>2,396.51</u>	<u>40,000.00</u>	<u>42,396.51</u>
<b>Gross Profit</b>	0.00	2,396.51	40,000.00	42,396.51
<b>Expense</b>				
7020 · Contract Services	35,525.00	0.00	435.13	35,960.13
7022 · License Fee	0.00	0.00	125.00	125.00
7030 · Event Expense	0.00	500.00	0.00	500.00
7040 · Fund raising expense	0.00	118.97	0.00	118.97
7050 · Mailing and Postage Costs	0.00	220.00	0.00	220.00
7080 · Program Supplies	323.78	89.45	326.93	740.16
7070 · Promotional and Advertising	0.00	0.00	4,920.35	4,920.35
7200 · Salaries and Wages				
7250 · Payroll Taxes	0.00	32.00	1,226.55	1,258.55
7200 · Salaries and Wages - Other	0.00	0.00	14,366.61	14,366.61
<b>Total 7200 · Salaries and Wages</b>	<u>0.00</u>	<u>32.00</u>	<u>15,593.16</u>	<u>15,625.16</u>
7515 · Membership Drive	0.00	157.48	0.00	157.48
7520 · Accounting Fees	0.00	1,063.30	0.00	1,063.30
7535 · Dues and membership fees	0.00	950.00	0.00	950.00
7545 · Supplies	0.00	337.75	359.10	696.85
7548 · Telephone	0.00	1,155.48	0.00	1,155.48
7550 · Office Supplies				
7551 · Postage	0.00	495.00	33.00	528.00
7550 · Office Supplies - Other	0.00	304.04	765.16	1,069.20
<b>Total 7550 · Office Supplies</b>	<u>0.00</u>	<u>799.04</u>	<u>798.16</u>	<u>1,597.20</u>
7565 · Office Rental Space	0.00	0.00	3,247.79	3,247.79
7580 · Website	189.50	1,102.01	662.25	1,953.76
7712 · Board development	413.09	0.00	0.00	413.09
8520 · Insurance	0.00	1,126.00	0.00	1,126.00
<b>Total Expense</b>	<u>36,451.37</u>	<u>7,651.48</u>	<u>26,467.87</u>	<u>70,570.72</u>
<b>Net Ordinary Income</b>	<u>-36,451.37</u>	<u>-5,254.97</u>	<u>13,532.13</u>	<u>-28,174.21</u>
<b>Net Income</b>	<u><u>-36,451.37</u></u>	<u><u>-5,254.97</u></u>	<u><u>13,532.13</u></u>	<u><u>-28,174.21</u></u>

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11/02/20

**Itasca Water Legacy Partnership  
Reconciliation Summary**  
**1070 - Savings & short-term investment, Period Ending 10/31/2020**

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	<u>Oct 31, 20</u>
<b>Beginning Balance</b>	175,136.69
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 1 Item</b>	<u>7.44</u>
<b>Total Cleared Transactions</b>	<u>7.44</u>
<b>Cleared Balance</b>	<u><u>175,144.13</u></u>
<b>Register Balance as of 10/31/2020</b>	175,144.13
<b>Ending Balance</b>	175,144.13

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11/02/20

**Itasca Water Legacy Partnership**  
**Reconciliation Summary**  
**1010 - Cash in Bank, Period Ending 10/31/2020**

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	<u>Oct 31, 20</u>
<b>Beginning Balance</b>	25,997.75
<b>Cleared Transactions</b>	
Checks and Payments - 13 items	-5,277.70
Deposits and Credits - 4 Items	360.00
	<u>-4,917.70</u>
<b>Total Cleared Transactions</b>	
<b>Cleared Balance</b>	<u><u>21,080.05</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 6 items	-997.39
	<u>-997.39</u>
<b>Total Uncleared Transactions</b>	
<b>Register Balance as of 10/31/2020</b>	<u><u>20,082.66</u></u>
<b>Ending Balance</b>	20,082.66

**Itasca Water Legacy Partnership**  
**Reconciliation Detail**  
**1010 - Cash in Bank, Period Ending 10/31/2020**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						25,997.75
<b>Cleared Transactions</b>						
<b>Checks and Payments - 13 items</b>						
Check	09/26/2020	2435	Jan sandberg	X	-103.27	-103.27
Check	09/30/2020	2436	Central Square Mall	X	-356.90	-460.17
Check	10/02/2020	2437	unTapped	X	-3,075.00	-3,535.17
Check	10/02/2020	2438	Card Service Center	X	-305.59	-3,840.76
Check	10/02/2020	2439	Paul Bunyan Comm	X	-94.79	-3,935.55
Check	10/02/2020	ach	Bankcard	X	-15.00	-3,950.55
Check	10/05/2020	2440	A T & T	X	-95.85	-4,046.40
Check	10/08/2020	ach	US Treasury	X	-233.10	-4,279.50
Check	10/09/2020	ACH	Minnesota Revenue	X	-38.00	-4,317.50
Check	10/09/2020	ACH	Minnesta Unemploy...	X	-8.00	-4,325.50
Check	10/14/2020	2441	United States Post ...	X	-385.00	-4,710.50
Check	10/14/2020	2442	Stokes Printing	X	-17.20	-4,727.70
Check	10/20/2020	2444	KAXE	X	-550.00	-5,277.70
<b>Total Checks and Payments</b>					<b>-5,277.70</b>	<b>-5,277.70</b>
<b>Deposits and Credits - 4 Items</b>						
Deposit	10/16/2020			X	100.00	100.00
Deposit	10/19/2020			X	30.00	130.00
Deposit	10/21/2020			X	200.00	330.00
Deposit	10/26/2020			X	30.00	360.00
<b>Total Deposits and Credits</b>					<b>360.00</b>	<b>360.00</b>
<b>Total Cleared Transactions</b>					<b>-4,917.70</b>	<b>-4,917.70</b>
<b>Cleared Balance</b>					<b>-4,917.70</b>	<b>21,080.05</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 6 Items</b>						
Check	10/20/2020	2443	Rapids Printing		-160.31	-160.31
Check	10/30/2020	2445	Rapids Printing		-234.48	-394.79
Check	10/31/2020	2446	Central Square Mall		-356.90	-751.69
Check	10/31/2020	2449	A T & T		-95.90	-847.59
Check	10/31/2020	2447	Paul Bunyan Comm		-94.79	-942.38
Check	10/31/2020	2448	Card Service Center		-55.01	-997.39
<b>Total Checks and Payments</b>					<b>-997.39</b>	<b>-997.39</b>
<b>Total Uncleared Transactions</b>					<b>-997.39</b>	<b>-997.39</b>
<b>Register Balance as of 10/31/2020</b>					<b>-5,915.09</b>	<b>20,082.66</b>
<b>Ending Balance</b>					<b>-5,915.09</b>	<b>20,082.66</b>

Form **8879-EO**

# IRS e-file Signature Authorization for an Exempt Organization

OMB No. 1545-1878

Department of the Treasury  
Internal Revenue Service

For calendar year 2019, or fiscal year beginning \_\_\_\_\_, 2019, and ending \_\_\_\_\_, 20\_\_\_\_\_

▶ Do not send to the IRS. Keep for your records.

▶ Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.

# 2019

Name of exempt organization <b>Itasca Water Legacy Partnership</b>	Employer identification number <b>[REDACTED]</b>
Name and title of officer	

### Part I Type of Return and Return Information (Whole Dollars Only)

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here ▶ <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12) . . . . .	1b	186,244
2a Form 990-EZ check here ▶ <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9) . . . . .	2b	
3a Form 1120-POL check here ▶ <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22). . . . .	3b	
4a Form 990-PF check here ▶ <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a Form 8868 check here ▶ <input type="checkbox"/>	b Balance Due (Form 8868, line 3c) . . . . .	5b	

### Part II Declaration and Signature Authorization of Officer

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2019 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

#### Officer's PIN: check one box only

I authorize Kirk Gilbertson CPA, P.A. to enter my PIN [REDACTED] as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶ \_\_\_\_\_ Date ▶ \_\_\_\_\_

### Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN. [REDACTED]  
do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2019 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ [Signature] Date ▶ 11/6/2020

**ERO Must Retain This Form—See Instructions  
Do Not Submit This Form to the IRS Unless Requested To Do So**



Form **990**

(Rev. January 2020)

Department of the Treasury  
Internal Revenue Service

# Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- Do not enter social security numbers on this form as it may be made public.
- Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

**A For the 2019 calendar year, or tax year beginning** \_\_\_\_\_, **and ending** \_\_\_\_\_

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C Name of organization** Itasca Water Legacy Partnership  
 Doing business as Itasca Waters  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
 PO Box 881  
 City or town State ZIP code  
 Grand Rapids MN 55744  
 Foreign country name Foreign province/state/county Foreign postal code

**D Employer identification number** \_\_\_\_\_

**E Telephone number** \_\_\_\_\_

**F Name and address of principal officer:**  
 David Lick, President 36514 Birch Lane, Grand Rapids, MN 55744

**G Gross receipts \$** 186,859

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. (see instructions)

**I Tax-exempt status:**  501(c)(3)  501(c) ( ) ◀ (insert no.)  4947(a)(1) or  527

**J Website:** www.itascawaters.org

**K Form of organization:**  Corporation  Trust  Association  Other ▶

**L Year of formation:** 2011

**M State of legal domicile:** MN

Part I Summary		Prior Year	Current Year
Activities & Governance	<b>1</b> Briefly describe the organization's mission or most significant activities: The mission of IWLP is to explore and enact strategies to maintain and improve water quality in Itasca County, protect watersheds and to highlight the importance of the area's impressively clean water.		
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	17
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	15
	<b>5</b> Total number of individuals employed in calendar year 2019 (Part V, line 2a)	<b>5</b>	2
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0
<b>b</b> Net unrelated business taxable income from Form 990-T, line 39	<b>7b</b>	0	
Revenue	<b>8</b> Contributions and grants (Part VIII, line 1h)	73,539	185,622
	<b>9</b> Program service revenue (Part VIII, line 2g)	0	0
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	-239	622
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0	0
	<b>12</b> Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	73,300	186,244
Expenses	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1–3)	0	0
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)	0	0
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	9,749	18,374
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)	0	0
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ 1,977		
	<b>17</b> Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	47,144	54,374
<b>18</b> Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	56,893	72,748	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12	16,407	113,496	
Net Assets or Fund Balances	<b>20</b> Total assets (Part X, line 16)	Beginning of Current Year 110,046	End of Year 223,703
	<b>21</b> Total liabilities (Part X, line 26)	141	302
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	109,905	223,401

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**

Signature of officer \_\_\_\_\_ Date \_\_\_\_\_

Type or print name and title \_\_\_\_\_

**Paid Preparer Use Only**

Print/Type preparer's name Kirk G Gilbertson Preparer's signature \_\_\_\_\_ Date 11/5/2020 Check  if self-employed PTIN \_\_\_\_\_

Firm's name ▶ Kirk Gilbertson CPA, P.A. Firm's EIN ▶ 82-2817782

Firm's address ▶ 1111 NW 4th St, Grand Rapids, MN 55744 Phone no. (218) 326-1241

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission: To work collaboratively on water issues and mobilize on-the-ground actions that encourage diverse sustainable use, protection, recovery and enjoyment of Itasca County's world-class water and shoreland resources that are critical to a strong economy.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [X] Yes [ ] No If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [ ] Yes [X] No If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ 31,239 including grants of \$ ) (Revenue \$ ) Itasca Waters leads an effort to help property owners curb water pollution and runoff by focusing on shorelands. Through seminars, literature, visits to restored shorelands and consultations with local professionals and experts the project will educate the public in the areas of the aquatic zone, shoreland, erosion/runoff, septic/excavation, and private forest management. In 2019, more than 40 volunteers participated in training as part of the Shoreland Advisor Program. The program provides onsite information and assistance, at no cost, to lakeshore owners interested in curtailing sources of pollution from their property.

4b (Code: ) (Expenses \$ 18,207 including grants of \$ ) (Revenue \$ ) Itasca Waters began a two-year initiative to use community driven solutions to protect Itasca County's water. The process supports engaging all stakeholders in designing a community-wide plan to protect the water quality in the lakes, rivers, and streams of Itasca County. Over 1,000 Itasca County residents were engaged in a variety of ways including online survey, one-on-one interviews, phone interviews, focus groups, and human-centered design sessions to better understand how we as a community can ensure high-quality water in perpetuity. The stakeholders reached include area lake associations, local government, business owners, fishing guides, resort owners, realtors, and the general public.

4c (Code: ) (Expenses \$ 8,583 including grants of \$ ) (Revenue \$ ) Itasca Waters hosted the "We Are Water" exhibit, which took place in 2019. The six-week exhibit was produced in partnership by the MN Humanities Center, MN Pollution Control Agency, and several other state agencies. The exhibit will provide information about clean water and related environmental issues, including: septics, unused/unsealed wells, native shoreland plants, raingardens, reducing summer landscaping, AIS, nontoxic cleaners, disposing medications, pet waste, fertilizer/pesticide usage and participating in decisions about water in communities.

4d Other program services (Describe on Schedule O.) (Expenses \$ 7,852 including grants of \$ 0 ) (Revenue \$ 0 )

4e Total program service expenses 65,881

**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A.</i>	X	
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?	X	
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I.</i>		X
<b>4 Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II.</i>		X
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III.</i>		X
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I.</i>		X
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II.</i>		X
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III.</i>		X
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV.</i>		X
<b>10</b> Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V.</i>		X
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI.</i>		X
<b>b</b> Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII.</i>		X
<b>c</b> Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII.</i>		X
<b>d</b> Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX.</i>		X
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X.</i>		X
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X.</i>		X
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII.</i>		X
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional.</i>		X
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E.</i>		X
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States?		X
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV.</i>		X
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV.</i>		X
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV.</i>		X
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i> (see instructions).		X
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II.</i>		X
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III.</i>		X
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H.</i>		X
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II.</i>		X

**Part IV Checklist of Required Schedules** (continued)

		Yes	No
22	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III.</i>		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J.</i>		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a.</i>		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a	<b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I.</i>		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I.</i>		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II.</i>		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III.</i>		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):		
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV.</i>		X
b	A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV.</i>		X
c	A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? <i>If "Yes," complete Schedule L, Part IV.</i>		X
29	Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M.</i>		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M.</i>		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I.</i>		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II.</i>		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I.</i>		X
34	Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1.</i>		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2.</i>		
36	<b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2.</i>		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI.</i>		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note:</b> All Form 990 filers are required to complete Schedule O.	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V.

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable.		
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable.		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No response boxes. Includes questions 2a through 16 regarding employee reporting, tax returns, business income, foreign accounts, prohibited transactions, and charitable contributions.



**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) David Lick ----- President	1.00 0.00	X		X						
(2) Pat Leistikow ----- Treasurer	1.00 0.00	X		X						
(3) Jan Sandberg ----- Secretary	1.00 0.00	X		X						
(4) Brian Whittemore ----- Vice President	1.00 0.00	X		X						
(5) Shirley Loegering ----- Director	0.50 0.00	X								
(6) Kathy Cone ----- Director	0.50 0.00	X								
(7) Sandy Anderson ----- Director	0.50 0.00	X								
(8) Jan Best ----- Director	0.50 0.00	X								
(9) Ben Benoit ----- Director	0.50 0.00	X								
(10) Jesse Davis ----- Director	0.50 0.00	X								
(11) John Downing ----- Director	0.50 0.00	X								
(12) William Marshall ----- Director	0.50 0.00	X								
(13) Davin Tinquist ----- Director	0.50 0.00	X								
(14) Tim Scherkenbach ----- Director	0.50 0.00	X								

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) Meghan Christianson Director	0.50 0.00	X								
(16) Bill Grantges Director	0.50 0.00	X								
(17) Lynn Moratzka Director	0.50 0.00	X								
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
<b>1b Subtotal</b>							0	0	0	
<b>c Total from continuation sheets to Part VII, Section A</b>							0	0	0	
<b>d Total (add lines 1b and 1c)</b>							0	0	0	

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 0

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual.</i>		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual.</i>		X
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person.</i>		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
		0
		0
		0
		0
		0

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0



**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII.

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns . . . . .	1a	0				
	b	Membership dues . . . . .	1b	7,979				
	c	Fundraising events . . . . .	1c	0				
	d	Related organizations . . . . .	1d	0				
	e	Government grants (contributions) . . . . .	1e	0				
	f	All other contributions, gifts, grants, and similar amounts not included above . . . . .	1f	177,643				
	g	Noncash contributions included in lines 1a-1f . . . . .	1g	\$ 0				
	h	<b>Total.</b> Add lines 1a-1f . . . . . ▶		185,622				
	Program Service Revenue				Business Code			
		2a	-----		0			
b		-----		0				
c		-----		0				
d		-----		0				
e		-----		0				
f		All other program service revenue . . . . .		0				
g	<b>Total.</b> Add lines 2a-2f . . . . . ▶		0					
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts) . . . . . ▶		555				
	4	Income from investment of tax-exempt bond proceeds . . . . . ▶		0				
	5	Royalties . . . . . ▶		0				
	6a	Gross rents . . . . .	(i) Real		0			
			(ii) Personal					
	b	Less: rental expenses . . . . .	6b					
	c	Rental income or (loss) . . . . .	6c	0	0			
	d	Net rental income or (loss) . . . . . ▶		0				
	7a	Gross amount from sales of assets other than inventory . . . . .	(i) Securities		682			
			(ii) Other					
	b	Less: cost or other basis and sales expenses . . . . .	7b	615	0			
	c	Gain or (loss) . . . . .	7c	67	0			
	d	Net gain or (loss) . . . . . ▶		67				
8a	Gross income from fundraising events (not including \$ 0 of contributions reported on line 1c). See Part IV, line 18 . . . . .	8a	0					
b	Less: direct expenses . . . . .	8b	0					
c	Net income or (loss) from fundraising events . . . . . ▶		0					
9a	Gross income from gaming activities. See Part IV, line 19 . . . . .	9a	0					
b	Less: direct expenses . . . . .	9b	0					
c	Net income or (loss) from gaming activities . . . . . ▶		0					
10a	Gross sales of inventory, less returns and allowances . . . . .	10a	0					
b	Less: cost of goods sold . . . . .	10b	0					
c	Net income or (loss) from sales of inventory . . . . . ▶		0					
Miscellaneous Revenue				Business Code				
	11a	-----		0				
	b	-----		0				
	c	-----		0				
	d	All other revenue . . . . .		0				
e	<b>Total.</b> Add lines 11a-11d . . . . . ▶		0					
12	<b>Total revenue.</b> See instructions . . . . . ▶			186,244	0	0	0	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX.  X

<b>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</b>		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1	Grants and other assistance to domestic organizations domestic governments. See Part IV, line 21 . . . . .	0			
2	Grants and other assistance to domestic individuals. See Part IV, line 22 . . . . .	0			
3	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 . . . . .	0			
4	Benefits paid to or for members . . . . .	0			
5	Compensation of current officers, directors, trustees, and key employees . . . . .	0		0	
6	Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .	0			
7	Other salaries and wages . . . . .	17,042	17,042		
8	Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) . . . . .	0			
9	Other employee benefits . . . . .	0			
10	Payroll taxes . . . . .	1,332	1,332		
11	Fees for services (nonemployees):				
a	Management . . . . .	0			
b	Legal . . . . .	0			
c	Accounting . . . . .	2,802		2,802	
d	Lobbying . . . . .	0			
e	Professional fundraising services. See Part IV, line 17 . . . . .	0			
f	Investment management fees . . . . .	0			
g	Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.) . . . . .	26,770	26,770		
12	Advertising and promotion . . . . .	3,564	3,564		
13	Office expenses . . . . .	2,382	2,382		
14	Information technology . . . . .	1,431	1,431		
15	Royalties . . . . .	0			
16	Occupancy . . . . .	3,524	3,524		
17	Travel . . . . .	955	955		
18	Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .	0			
19	Conferences, conventions, and meetings . . . . .	0			
20	Interest . . . . .	0			
21	Payments to affiliates . . . . .	0			
22	Depreciation, depletion, and amortization . . . . .	0	0	0	0
23	Insurance . . . . .	2,088		2,088	
24	Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a	SUPPLIES	4,079	4,079		
b	MEMBERSHIP DRIVE	1,977			1,977
c	GRANT ADMINISTRATIVE FEE	1,856	1,856		
d	DUES AND MEMBERSHIP FEES	1,220	1,220		
e	All other expenses SEE SCHEDULE O	1,726	1,726		
25	<b>Total functional expenses.</b> Add lines 1 through 24e . . . . .	72,748	65,881	4,890	1,977
26	<b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720) . . . . .				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X.

		(A)		(B)
		Beginning of year		End of year
<b>Assets</b>	<b>1</b> Cash—non-interest-bearing . . . . .	50,291	<b>1</b>	63,726
	<b>2</b> Savings and temporary cash investments . . . . .	59,427	<b>2</b>	159,977
	<b>3</b> Pledges and grants receivable, net . . . . .	0	<b>3</b>	0
	<b>4</b> Accounts receivable, net . . . . .	0	<b>4</b>	0
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .	0	<b>5</b>	0
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)	0	<b>6</b>	0
	<b>7</b> Notes and loans receivable, net . . . . .	0	<b>7</b>	0
	<b>8</b> Inventories for sale or use . . . . .	0	<b>8</b>	0
	<b>9</b> Prepaid expenses and deferred charges . . . . .	0	<b>9</b>	0
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	<b>10a</b> 0		
	<b>b</b> Less: accumulated depreciation . . . . .	<b>10b</b> 0	<b>10c</b>	0
	<b>11</b> Investments—publicly traded securities . . . . .	0	<b>11</b>	0
	<b>12</b> Investments—other securities. See Part IV, line 11 . . . . .	0	<b>12</b>	0
	<b>13</b> Investments—program-related. See Part IV, line 11 . . . . .	0	<b>13</b>	0
	<b>14</b> Intangible assets . . . . .	0	<b>14</b>	0
	<b>15</b> Other assets. See Part IV, line 11 . . . . .	328	<b>15</b>	0
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) . . . . .	110,046	<b>16</b>	223,703	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses . . . . .	141	<b>17</b>	302
	<b>18</b> Grants payable . . . . .	0	<b>18</b>	0
	<b>19</b> Deferred revenue . . . . .	0	<b>19</b>	0
	<b>20</b> Tax-exempt bond liabilities . . . . .	0	<b>20</b>	0
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D . . . . .	0	<b>21</b>	0
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .	0	<b>22</b>	0
	<b>23</b> Secured mortgages and notes payable to unrelated third parties . . . . .	0	<b>23</b>	0
	<b>24</b> Unsecured notes and loans payable to unrelated third parties . . . . .	0	<b>24</b>	0
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17–24). Complete Part X of Schedule D . . . . .	0	<b>25</b>	0
	<b>26 Total liabilities.</b> Add lines 17 through 25 . . . . .	141	<b>26</b>	302
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions . . . . .	109,905	<b>27</b>	223,401
	<b>28</b> Net assets with donor restrictions . . . . .	0	<b>28</b>	0
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds . . . . .	0	<b>29</b>	0
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund . . . . .	0	<b>30</b>	0
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds . . . . .	0	<b>31</b>	0
<b>32</b> Total net assets or fund balances . . . . .	109,905	<b>32</b>	223,401	
<b>33</b> Total liabilities and net assets/fund balances . . . . .	110,046	<b>33</b>	223,703	

**Part XI Reconciliation of Net Assets**

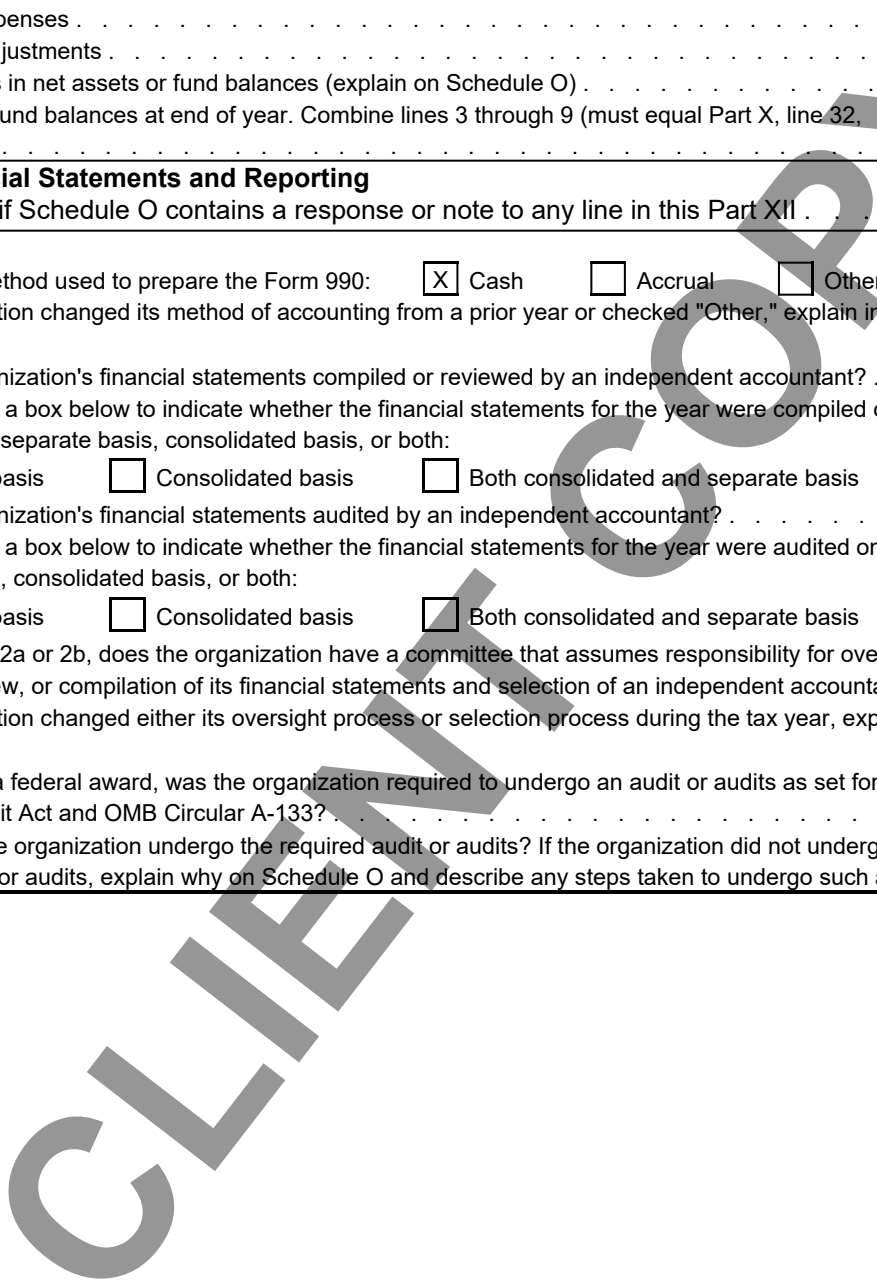
Check if Schedule O contains a response or note to any line in this Part XI

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	186,244
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	72,748
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	113,496
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	<b>4</b>	109,905
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain on Schedule O)	<b>9</b>	
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	<b>10</b>	223,401

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
<b>1</b>	Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b>	Were the organization's financial statements compiled or reviewed by an independent accountant? . . . . . If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>b</b>	Were the organization's financial statements audited by an independent accountant? . . . . . If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>c</b>	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? . . . . . If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		
<b>3a</b>	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? . . . . .		X
<b>b</b>	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits . . . . .		



**SCHEDULE A**  
**(Form 990 or 990-EZ)**

**Public Charity Status and Public Support**

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ **Attach to Form 990 or Form 990-EZ.**

▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.**

Department of the Treasury  
Internal Revenue Service

Name of the organization Itasca Water Legacy Partnership	Employer identification number [REDACTED]
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**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2  A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . . 0
  - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
<b>Total</b>					0	0

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**  
 (Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .	217,043	316,884	19,662	73,539	11,582	638,710
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						0
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						0
<b>4 Total.</b> Add lines 1 through 3 . . . . .	217,043	316,884	19,662	73,539	11,582	638,710
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . .						
<b>6 Public support.</b> Subtract line 5 from line 4 . . . . .						638,710

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>7</b> Amounts from line 4 . . . . .	217,043	316,884	19,662	73,539	11,582	638,710
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .	113	128	137	270	555	1,203
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .						0
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						0
<b>11 Total support.</b> Add lines 7 through 10 . . . . .						639,913
<b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .					<b>12</b>	
<b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . .						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2019 (line 6, column (f) divided by line 11, column (f)) . . . . .	<b>14</b>	99.81%
<b>15</b> Public support percentage from 2018 Schedule A, Part II, line 14 . . . . .	<b>15</b>	99.90%
<b>16a 33 1/3% support test—2019.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . .	<input checked="" type="checkbox"/>	
<b>b 33 1/3% support test—2018.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>17a 10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>b 10%-facts-and-circumstances test—2018.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . .	<input type="checkbox"/>	

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						0
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . .						0
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 . . . . .						0
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						0
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						0
<b>6 Total.</b> Add lines 1 through 5 . . . . .	0	0	0	0	0	0
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . . . . .						0
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year . . . . .						0
<b>c</b> Add lines 7a and 7b . . . . .	0	0	0	0	0	0
<b>8 Public support</b> (Subtract line 7c from line 6.) . . . . .						0

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>9</b> Amounts from line 6 . . . . .	0	0	0	0	0	0
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .						0
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . . .						0
<b>c</b> Add lines 10a and 10b . . . . .	0	0	0	0	0	0
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on . . . . .						0
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						0
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . . .	0	0	0	0	0	0

**14 First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** . . . . .

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)) . . . . .	<b>15</b>	0.00%
<b>16</b> Public support percentage from 2018 Schedule A, Part III, line 15 . . . . .	<b>16</b>	0.00%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for <b>2019</b> (line 10c, column (f), divided by line 13, column (f)) . . . . .	<b>17</b>	0.00%
<b>18</b> Investment income percentage from <b>2018</b> Schedule A, Part III, line 17 . . . . .	<b>18</b>	0.00%

**19a 33 1/3% support tests—2019.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . . . .

**b 33 1/3% support tests—2018.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . . . .

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . .

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

		Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
3b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
3c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
4b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
4c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
5b	<b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
5c	<b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
9b	Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
9c	Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
10b	Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		



**Part IV Supporting Organizations (continued)**

		Yes	No
<b>11</b>	Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b>	A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b>	A family member of a person described in (a) above?		
<b>c</b>	A 35% controlled entity of a person described in (a) or (b) above? <i>If "Yes" to a, b, or c, provide detail in Part VI.</i>		

**Section B. Type I Supporting Organizations**

		Yes	No
<b>1</b>	Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
<b>2</b>	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		

**Section C. Type II Supporting Organizations**

		Yes	No
<b>1</b>	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		

**Section D. All Type III Supporting Organizations**

		Yes	No
<b>1</b>	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b>	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
<b>3</b>	By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b>	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b>	<input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
<b>b</b>	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
<b>c</b>	<input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
<b>2</b>	Activities Test. Answer (a) and (b) below.		
<b>a</b>	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>	Yes	No
<b>b</b>	Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
<b>3</b>	Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b>	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>Provide details in Part VI.</i>		
<b>b</b>	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain		
2	Recoveries of prior-year distributions		
3	Other gross income (see instructions)		
4	Add lines 1 through 3.	0	0
5	Depreciation and depletion		
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)		
7	Other expenses (see instructions)		
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4).	0	0
Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities		
b	Average monthly cash balances		
c	Fair market value of other non-exempt-use assets		
d	<b>Total</b> (add lines 1a, 1b, and 1c)	0	0
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):		
2	Acquisition indebtedness applicable to non-exempt-use assets		
3	Subtract line 2 from line 1d.	0	0
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	0	0
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	0	0
6	Multiply line 5 by .035.	0	0
7	Recoveries of prior-year distributions	0	0
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	0	0
Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)		0
2	Enter 85% of line 1		0
3	Minimum asset amount for prior year (from Section B, line 8, Column A)		0
4	Enter greater of line 2 or line 3.		0
5	Income tax imposed in prior year		
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).		0
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 <b>Total annual distributions.</b> Add lines 1 through 6.	0
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2019 from Section C, line 6	0
10 Line 8 amount divided by line 9 amount	0.000

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2019	(iii) Distributable Amount for 2019
1 Distributable amount for 2019 from Section C, line 6			0
2 Underdistributions, if any, for years prior to 2019 (reasonable cause required—explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2019			
a From 2014 . . . . .	0		
b From 2015 . . . . .	0		
c From 2016 . . . . .	0		
d From 2017 . . . . .	0		
e From 2018 . . . . .	0		
f <b>Total</b> of lines 3a through e	0		
g Applied to underdistributions of prior years		0	
h Applied to 2019 distributable amount			0
i Carryover from 2014 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.	0		
4 Distributions for 2019 from Section D, line 7:			
a Applied to underdistributions of prior years		0	
b Applied to 2019 distributable amount			0
c Remainder. Subtract lines 4a and 4b from 4.	0		
5 Remaining underdistributions for years prior to 2019, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		0	
6 Remaining underdistributions for 2019. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			0
7 <b>Excess distributions carryover to 2020.</b> Add lines 3j and 4c.	0		
8 Breakdown of line 7:			
a Excess from 2015 . . . . .	0		
b Excess from 2016 . . . . .	0		
c Excess from 2017 . . . . .	0		
d Excess from 2018 . . . . .	0		
e Excess from 2019 . . . . .	0		

**Part VI**

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

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**Schedule B**  
(Form 990, 990-EZ,  
or 990-PF)

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

OMB No. 1545-0047

**2019**

- ▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
- ▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Name of the organization

Itasca Water Legacy Partnership

Employer identification number



**Organization type** (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3 % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ▶ \$ .....

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization Itasca Water Legacy Partnership	Employer identification number [REDACTED]
---	--

**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	Bush Foundation ----- 101 5th St E, Ste 2400 ----- Saint Paul MN 55101 Foreign State or Province: ----- Foreign Country: -----	\$ 114,040	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	Blandin Foundation ----- 100 N Pokegama Ave ----- Grand Rapids MN 55744 Foreign State or Province: ----- Foreign Country: -----	\$ 50,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	Minnesota Humanities Center ----- 987 Ivy Ave E ----- Saint Paul MN 55106 Foreign State or Province: ----- Foreign Country: -----	\$ 10,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: ----- Foreign Country: -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: ----- Foreign Country: -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: ----- Foreign Country: -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization Itasca Water Legacy Partnership	Employer identification number [REDACTED]
---	--

**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----
-----	----- ----- -----	\$ -----	-----

Name of organization Itasca Water Legacy Partnership	Employer identification number [REDACTED]
---	--

**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ▶ \$ ..... 0

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----
For. Prov.                      Country	

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----
For. Prov.                      Country	

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----
For. Prov.                      Country	

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----
For. Prov.                      Country	



**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2019**

**Open to Public  
Inspection**

Name of the organization

Itasca Water Legacy Partnership

Employer identification number

Form 990, Part III, Line 4d: Program Service Expenses: 4,288, Grants and allocations: 0,

Revenue: 0 Itasca Waters held a Youth Water Summit at the Itasca County Fairgrounds for

around 425 5th graders from Grand Rapids, Bigfork, Greenway and St. Josephs schools. Students

participated in several of the forty-six, 30-minute sessions concerning water education. 70+

adult volunteers participated in the event.

Form 990, Part IX, Line 24 (e): Other Expense: Printing and Copying 1,010; Board Development

691; MN Charities Fee 25

Form 990, Part VI, Section A, Line 2: DIRECTORS JAN BEST AND BRIAN WHITEMORE, FAMILY

RELATIONSHIP

Form 990, Part VI, Section B, Line 11(b): FORM 990 APPROVED BY BOARD OF DIRECTORS PRIOR TO

FILING.

Form 990, Part VI, Section B, Line 12(c): CONFLICTS OF INTEREST ARE TO BE REPORTED AT THE NEXT

SCHEDULED MEETING OF THE BOARD OF DIRECTORS.

Form 990, Part VI, Section C, Line 19: DOCUMENTS AVAILABLE TO PUBLIC ON WEBSITE OR UPON

REQUEST.

Form 990, Part IX, Line 11(g): OTHER FEES FOR SERVICES: UNTAPPED INC. - 16,980 CONSULTING FOR

COMMUNITY DRIVEN WATER PROTECTION INITIATIVE; UNIVERSITY OF MINNESOTA - 5,462 SHORELAND

ADVISORS PROGRAM; S&S EXCAVATING INC - 1,325 SHORLAND SEPTIC INSPECTIONS; ICTV - 882 SHORELAND

VIDEO PRODUCTION; YOUTH WATER SUMMIT PRESENTERS - 850; BARBS CORNER KITCHEN - 558 WE ARE WATER

LUNCHEON; SCHOOL DISTRICT - 210 SUBSTITUTE TEACHERS FOR YOUTH WATER SUMMIT; TIMBERLAKE LODGE -

141 BOARD RETREAT; CREATIVE NORTH GRAPHICS - 140 LOGO UPDATE; SCHOOL DISTRICT 318 - 121

SUBSTITUTE TEACHERS FOR YOUTH WATER SUMMIT; BOB CONZEMUS - 100 DEMONSTRATION BOOTH.

Name of the organization

Employer identification number

Itasca Water Legacy Partnership



CLIENT COPY





**CHARITABLE ORGANIZATION ANNUAL REPORT FORM**  
(Continued)

8. Has the organization been denied the right to solicit contributions by any court or government agency?  
 Yes  No If yes, attach explanation.

9. Does the organization use the services of a professional fundraiser (outside solicitor or consultant) to solicit contributions in Minnesota?  Yes  No

If yes, provide the following information for each (attach list if more space is needed):

Name of Professional Fundraiser	Compensation
Street Address	City, State, and Zip Code

10. Is the organization a food shelf?  Yes  No  
 If yes, is the organization required to file an audit?  Yes, audit attached  No

**Note:** An organization that has total revenue of more than \$750,000 is required to file an audit prepared in accordance with generally accepted accounting principles by an independent CPA or LPA. The value of donated food to a nonprofit food shelf may be excluded from the total revenue if the food is donated for subsequent distribution at no charge and is not resold.

11. Do any directors, officers, or employees of the organization or its related organization(s) receive total compensation\* of more than \$100,000?  Yes  No

If yes, provide the following information for the five highest paid individuals:

Name and title	Compensation *	Other compensation

\*Compensation is defined as the total amount reported on Form W-2 (Box 5) or Form 1099-MISC (Box 7) issued by the organization and its related organizations to the individual. See Minn. Stat. § 309.53, subd. 3(i) and Minn. Stat. § 317A.011 for definitions.

**CHARITABLE ORGANIZATION ANNUAL REPORT FORM**  
(Continued)

**SECTION B: Financial Information**

This section must be completed by organizations that file an IRS Form 990-EZ, 990-PF, or 990-N. Organizations that file an IRS Form 990 may skip Section B and go directly to Section C.

**INCOME**

1. Contributions Received	\$ _____	1
2. Government Grants	\$ _____	2
3. Program Service Revenue	\$ _____	3
4. Other Revenue	\$ _____	4
<b>5. TOTAL INCOME</b>	<b>\$ _____</b>	<b>0 5</b>

**EXPENSES**

6. Program Expenses	\$ _____	6
7. Management & General Expenses	\$ _____	7
8. Fund-raising Expenses	\$ _____	8
<b>9. TOTAL EXPENSES</b>	<b>\$ _____</b>	<b>0 9</b>
<b>10. EXCESS or DEFICIT</b>	<b>\$ _____</b>	<b>0 10</b>

(Line 5 minus Line 9)

**ASSETS**

11. Cash	\$ _____	11
12. Land, Buildings & Equipment	\$ _____	12
13. Other Assets	\$ _____	13
<b>14. TOTAL ASSETS</b>	<b>\$ _____</b>	<b>0 14</b>

**LIABILITIES**

15. Accounts Payable	\$ _____	15
16. Grants Payable	\$ _____	16
17. Other Liabilities	\$ _____	17
<b>18. TOTAL LIABILITIES</b>	<b>\$ _____</b>	<b>0 18</b>

**FUND BALANCE/NET WORTH**

\$ \_\_\_\_\_ 0

(Line 14 minus Line 18)

**CHARITABLE ORGANIZATION ANNUAL REPORT FORM**  
(Continued)

**Section B (continued): Statement of Functional Expenses**

This expense statement must be prepared in accordance with generally accepted accounting principles. Each column must be completed, and Columns B, C, and D must equal Column A. The amount on Line 25, Column A must match Line 17 of IRS Form 990-EZ or Line 26 of IRS Form 990-PF.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1. Grants and other assistance to governments and organizations in the U.S.	0			
2. Grants and other assistance to individuals in the U.S.	0			
3. Grants and other assistance to governments, organizations, and individuals outside the U.S.	0			
4. Benefits paid to or for members	0			
5. Compensation of current officers, directors, trustees, and key employees	0			
6. Compensation not included above, to disqualified persons (as defined under section 4958(f)(1) and persons described in section 4958(c)(3)(B)	0			
7. Other salaries and wages	0			
8. Pension plan contributions (include section 401(k) and section 403(b) employer contributions)	0			
9. Other employee benefits	0			
10. Payroll taxes	0			
11. Fees for services (non-employees):				
a. Management	0			
b. Legal	0			
c. Accounting	0			
d. Lobbying	0			
e. Professional fundraising services	0			
f. Investment management fees	0			
g. Other	0			
12. Advertising and promotion	0			
13. Office expenses	0			
14. Information technology	0			
15. Royalties	0			
16. Occupancy	0			
17. Travel	0			
18. Payments of travel or entertainment expenses for any federal, state, or local public officials	0			
19. Conferences, conventions, and meetings	0			
20. Interest	0			
21. Payments to affiliates	0			
22. Depreciation, depletion, and amortization	0			
23. Insurance	0			
24. Other expenses. Itemize expenses not covered above. Expenses labeled miscellaneous may not exceed 5% of total expenses (Line 25).				
a.	0			
b.	0			
c.	0			
d.	0			
25. <b>Total functional expenses.</b> Add lines 1 through 24d.	0	0	0	0
26. <b>Joint costs.</b> Check here <input type="checkbox"/> if following SOP 98-2. Complete this line only if the organization reported in Column B joint costs from a combined educational campaign and fundraising solicitation	0			



**CHARITABLE ORGANIZATION ANNUAL REPORT FORM**  
(Continued)

**Section C: Board of Directors Signatures and Acknowledgment**

The form must be executed pursuant to a resolution of the board of directors, trustees, or managing group and must be signed by two officers of the organization. See Minn. Stat. § 309.52, subd. 3.

We, the undersigned, state and acknowledge that we are duly constituted officers of this organization, being the \_\_\_\_\_ (Title) and \_\_\_\_\_ (Title) respectively, and that we execute this document on behalf of the organization pursuant to the resolution of the \_\_\_\_\_ Board of Directors \_\_\_\_\_ (Board of Directors, Trustees, or Managing Group) adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 20 20, approving the contents of the document, and do hereby certify that the \_\_\_\_\_ Board of Directors \_\_\_\_\_ (Board of Directors, Trustees or Managing Group) has assumed, and will continue to assume, responsibility for determining matters of policy, and have supervised, and will continue to supervise, the operations and finances of the organization. We further state that the information supplied is true, correct and complete to the best of our knowledge.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

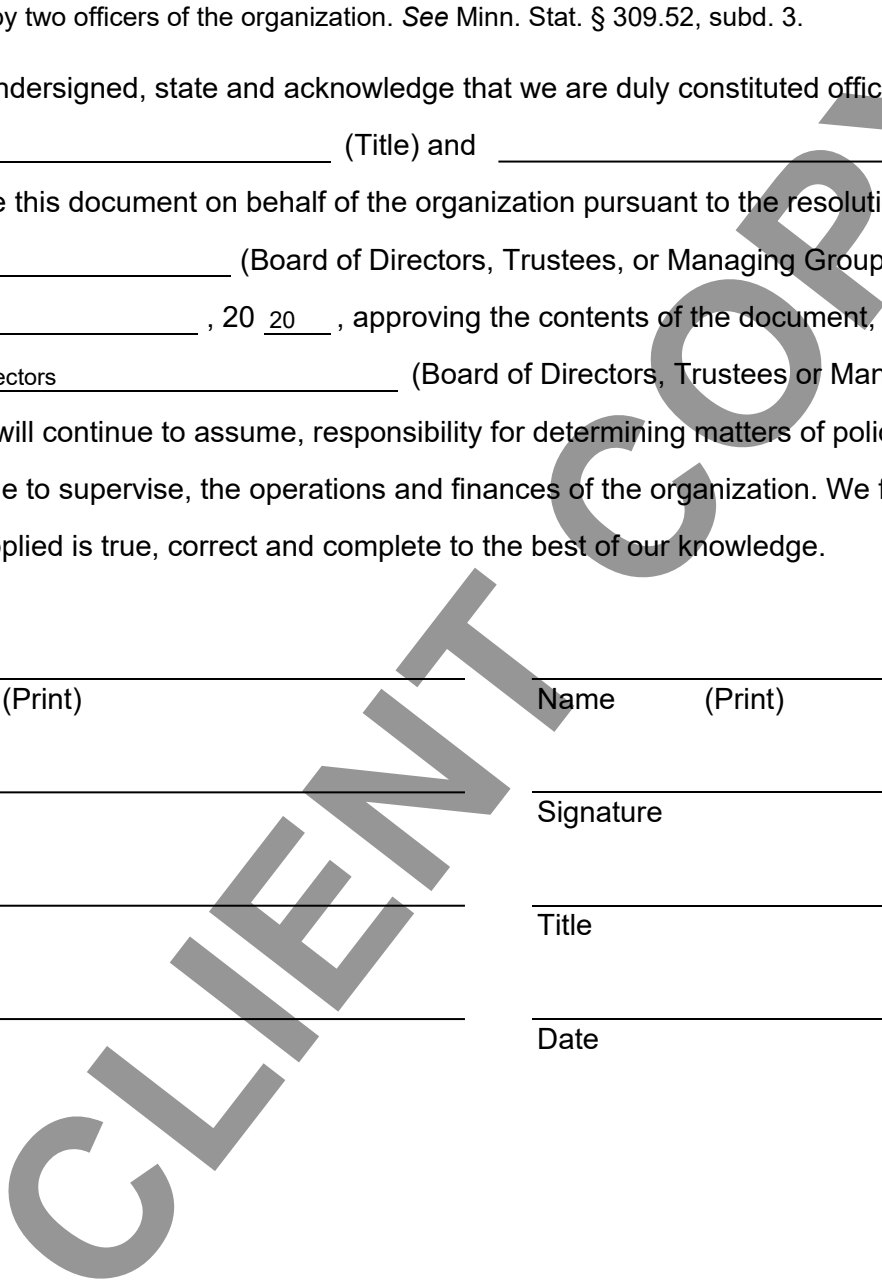
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# ADDENDUM TO LEASE

THIS ADDENDUM is made and entered into by and between **Central Square Mall, LLC** ("Landlord") and Itasca Water Legacy Partnership ("Tenant") in response to the following:

A. WHEREAS, the Landlord and Tenant, through its predecessor, heretofore entered into that certain Lease Agree on, or about August 1, 2018 and as to which Tenant has assumed all obligations thereunder for leased premises in Central Square Mall, City of Grand Rapids, County of Itasca, and State of Minnesota.

TERM: Tenant shall have and hold the Leased Premises on an annual basis commencing on 1<sup>st</sup> day December 2020 and terminating 30<sup>th</sup> day of November 2021.

Extending lease in existing space #121 which is approximately 396 sq. ft.

Base Rent: Tenant agrees to pay to Landlord as base rent (hereinafter called "Base Rent") for the Leased Premises, without notice, set off or demand, the **sum of 374.75**. Said monthly installments to be due and payable by Tenant in advance at the address of Landlord as set forth in this Lease Agreement or at such other place as Landlord may designate in writing. One monthly installment of rent shall be due and payable on or before the first day of each calendar month during the Term of this contract.

WITNESS AS TO LANDLORD:

\_\_\_\_\_

LANDLORD:  
CENTRAL SQUARE MALL, LLC

BY:  \_\_\_\_\_

WITNESS AS TO TENANT

\_\_\_\_\_

TENANT:

BY: \_\_\_\_\_



October 17, 2020

**Motion to establish a Personnel Committee**

Motion that the Executive Committee form a Personnel Committee and charge it with developing a new employee plan (by the end of November, or sooner). This would include a new job description or descriptions. Brian Whittemore has volunteered to chair the committee and recruit other participants.

\_\_\_\_\_ Yes, I support the motion

\_\_\_\_\_ No, I decline to support the motion

---

Signature

Date

Please return by mail to

Jan Sandberg  
1201 Yae Place #1805  
Minneapolis, MN 55403

Or

Email the scanned or photographed signed document to  
[Jan.f.sandberg@gmail.com](mailto:Jan.f.sandberg@gmail.com)

## Report from Grants Committee

The Grants Committee continues to monitor grant opportunities. Following are several grant opportunities we have reviewed

1. USFS Wood Innovation Funding Program is accepting proposals for 2021. Grants will be awarded for up to \$250,000 to stimulate, expand and support using wood products. We have reviewed the basic elements of the grant information and have not found a tie to improving water or a partner we might support that has some water quality link.
2. DNR through the Conservation Legacy Partner (CLP) has matching grants funds available for 2021 for up to \$400,000. Funds must be used to enhance, protect or restore prairies, wetlands, or forest for fish, game, or wildlife habitat. We did not have any projects or partners ready for the September 2020 deadline. However, this grant opportunity that will in all likelihood be available in the next funding cycle. Developing project, finding partners etc takes time so if there is an idea or project that one of the committees would like to work on, let the Grant Committee know how we can help.
3. The US Forest Service -Secure Rural School Act grant application will be available sometime in early 2021 to improve land, health and water quality. We have partnered with SWCD in the past on purple loosestrife project. The total amount of funds available \$250,000-\$300,000. This looks like another partnership opportunity with SWCD or more specifically, invasive species.

Let us know if you have questions or know of other grant opportunities we should explore.

**Membership-Fundraising Committee Report to the Board of Directors  
November 9, 2020 by Shirley Loegering**

Total membership donations so far in 2020 are \$1,969, compared to \$2,147 at this same time in 2019. Five new members in 2020. One from the new lakeshore owner list, one from the Shoreland Advisor list, and three from unknown source.

Our committee met in via zoom on October 13 to finalize the fall membership campaign, with letters to be mailed on November 6. Following is a summary:

1. We targeted the following groups:
  - a. 100 Resorts
  - b. 220 Morris survey respondents
  - c. 100 People who "Liked" our Facebook page and participants at the Our Mississippi Our Future Forum
  - d. 177 New lakeshore owners in 2019 and 2020
  - e. 151 Renewals
  - f. 18 Fishing Guides
  - g. 20 Shoreland Advisors (not on any of the other lists)
  - h. 14 Board of Directors
  
2. New this year, we invited any resort or fishing guide who donated \$100.00 to partner with us to promote the importance of our region's water resources. We offered them the opportunity to share their story about what water means to them. We will then post their story on our Facebook and website with a photo of their choice.

## **Personnel Research-Phase 1**

(Submitted to IW Board orally on November 9, 2020)

### **Background**

In October, 2020, I sent a short questionnaire to 8 members of the IW Executive Committee, committee chairs, and board members who have been consistently active with IW Coordinators Carissa and Zack. Below I have summarized the answers. I have the raw documents from participants in the questionnaire which I will keep, to be used by the IW Personnel Committee to refine job descriptions for Coordinator and Board Liaison (supervisor), revise the reporting procedure, and for the hiring process for Coordinator.

I expect the job descriptions and reporting procedure revisions will be completed by the end of the year and submitted to the board at our January meeting. The hiring procedure should start upon approvals of those three items.

If you were not part of this research but would like to be, please email me at [brwhit44@gmail.com](mailto:brwhit44@gmail.com) and I will email you the questionnaire.

John Downing and Dave Lick have volunteered to help out with the Personnel Committee during this process, joining Jesse, Megan, and me. That gives us a solid foundation upon which we can complete good work.

### **Questions and Summaries**

#### *1. Do you believe that we should hire a Coordinator at this time?*

Everyone said yes. Six were simple yeses. Two had qualifications...one saying we should assess needs first and determine if there is enough work for an immediate hire, and another proposing an entirely new employee plan.

#### *2. Do you feel that 20 hours per week is just right, too little, or too much?*

There was a range of answers to this question, but it boils down to the feeling that it would be best to be somewhat flexible depending on current workload. Lynn, our liaison of both Coordinators, felt that 20 hours is about right, and as Pat pointed out and Lynn agrees, we must enforce the keeping of time sheets if we are to allow for flexible hours.

#### *3. Do you think the Coordinator should work scheduled hours?*

The answers varied, but no-one said yes. The answers ranged from one day per week to flexible. The personnel committee will study this more.

4. *Generally, what do you see as the most important functions of the Coordinator?*

5. *Specifically, what regular tasks should be performed by the Coordinator?*

The answers were somewhat wide-ranging. Six of the eight respondents highlighted committee support as the number one function. One respondent itemized duties and I will question her some more, but her comments seem to describe committee support. Another respondent, as I have mentioned, has a new staffing proposal not yet submitted to the Personnel Committee. The issue of duty priorities will be studied more by the Personnel Committee and we will include our recommendations in the Coordinator job description proposal at the January board meeting.

6. *Do you feel that it is essential that the Coordinator work out of the IW office in Central Square Mall?*

Three respondents said no, three said not necessarily, two said one day per week.

7. *Do you think a coordinator who works out of their home is acceptable?*

The answers were all yes. But it would be imperative that accurate, weekly, signed time sheets be kept by the Coordinator and filed with the Treasurer. Obviously our Liaison would need to approve before submission.

8. *Do you feel that the Coordinator should be managed by just one person, or could the job be shared by two people to lighten the burden/hours?*

Everyone felt that it would not make sense to have more than one supervisor for the Coordinator. One thing that the Personnel Committee will take a hard look at is how to give the Liaison more support so that the job is more manageable and not so isolated.

9. *Do you think the liaison should be an officer?*

10. *Do you think the liaison should be a board member?*

Everyone agreed the supervisor should be a board member and not necessarily an officer.

In the questionnaire I included several more questions concerning interaction between the Liaison and Coordinator, and between the Liaison and Board of Directors. The answers are more detailed and should not be summarized, so I will ask the Personnel Committee to help sort through the suggestions and formulate a plan. My aim is to create a situation that gives much more support to the supervisor and makes their job more effective and efficient. The supervisor should be part of a team and not have to work alone out in the wild.

To reiterate, the immediate goals of the Personnel Committee are to:

- \* Revise Coordinator job description
- \* Revise Liaison job description
- \* Revise reporting procedures

Once those things are completed and approved by the board, we should begin the search for a new Coordinator. Hopefully he or she should be hired and on board by the end of February, or sooner.

ATTACHMENT A#2.h



Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

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## Draft agenda for November 9 IW Board meeting

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**David Lick** <wabana54@gmail.com>

Mon, Nov 2, 2020 at 8:01 AM

To: Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

Jan,

Not much to report on shoreland except that the article by fisherman in support of shoreland was published by the Herald and I am going to continue to visit with Ryan in regard to additional possibilities of collaboration. As for the YWS I am trying to get commitments from committee members should the event take place. So far 4 people have agreed to continue to help with the planning. That is good news. Melanie will be in charge, calling the shots on the event taking place.

Dave

On Sun, Nov 1, 2020 at 2:52 PM Jan Sandberg <jan.f.sandberg@gmail.com> wrote:

[Quoted text hidden]

## Clean Water Commitment Implementation Initiative Update

Beginning in August 2020, we reached out to the 30 largest cities and townships throughout Itasca County asking them to sign the Clean Water Commitment. The following cities and townships formally approved the resolution.

### Cities

Bovey  
Calumet  
Coleraine  
Cohasset  
Deer River  
Grand Rapids  
Keewatin  
LaPrairie  
Marble  
Taconite

### Townships

Arbo  
Balsam  
Bigfork  
Deer River  
Feeley  
Greenway  
Lone Pine  
Marcell  
Oteneagan  
Trout Lake  
Wabana

The following governmental units declined to sign the resolution, and we have provided a brief explanation for the expressed rationale for their decisions.

### Townships that Declined

*Blackberry:* One member of the board expressed skepticism about Itasca Waters and the organization's motives. He asked for background information about the organization's funding and body of work; this was provided. The board chose to table the resolution at the next monthly meeting.

*Harris:* The board chair was personally skeptical and led the questioning of the motives for the resolution: Why would we (the township) want to formally support a resolution about clean water? Who doesn't support clean water? Is this resolution a stalking horse for some new regulations that the township will have to live with? Do the Pokegama Lake Association and the Soil and Water Conservation Board support this resolution? Action on the resolution was tabled initially and then tabled again at a subsequent meeting.

*Lake Jessie:* The Township supervisors feel there are already enough regulations in place to protect the water and they don't feel they need to take any more action at this time.



*Lawrence:* The Township supervisors feel there are too many agencies out there trying to do this sort of thing and that they didn't feel it was something they needed to be a part of.

### **Cities that Declined**

*Nashwauk:* They are concerned that they will be asked to do something in the future. They referenced a situation a few years ago when the MPCA was pushing the City to regulate phosphate because it was harming the wild rice. Following through with the proposed cleanup would have been a substantial cost to the City. The City Council did say that if Itasca County chooses to sign it, we should come back, that they may be more receptive to signing the resolution.

### **Pending**

- Nashwauk Township scheduled for November 10th, 2020 at 7 pm.
- Bigfork: Tabled in October when only three of five council members were present. The mayor expressed skepticism about what the resolution would truly accomplish, but agreed to revisit the topic in November.
- Goodland Township: Waiting to hear back from the Township after providing them more information. They questioned the stance of Itasca Waters on mining and the Line 3 replacement.
- Morse Township: to be scheduled.
- Itasca County: The county administrator suggested waiting until after Election Day to bring it to the county board. We will visit with each of the commissioners individually in advance of asking for formal Board action.

## ITASCA WATERS GUERRILLA MARKETING CAMPAIGN

Guerrilla marketing: low cost, high impact in public spaces with maximum publicity and exposure.

	Audiences						
	Shoreline Owners	Elected Leaders	Recreationists (fish,boat,swim)	General Public	Tourists/Visitors	Resort Guests	Realtors
Newspaper ads	x	x		x			
Social media	x		x	x	x		
Brochures	x	x			x	x	x
Info posters				x	x	x	
Website (IW)	x			x			
Radio			x		x	x	
TV				x			
Blog	x	x		x			
Signage			x		x	x	
Direct mail	x	x		x			x
Word of mouth	x	x	x	x			x

**Goal:** To increase elected officials' awareness about the importance of protecting Itasca County's water in perpetuity.

**Audience:** local elected officials

**Actions:** Contact the 30 largest units of government throughout Itasca County and advocate they adopt the Clean Water Commitment.

**Message:** Leadership matters

**Budget:** unTapped time

**Timeline:** July to November 2020

**Outcomes:** Broader awareness among local elected officials throughout Itasca County, leading to request of support from Itasca County commissioners for increased funding for water quality initiatives

**Goal:** To increase public awareness among local people and visitors about the economic, social, and environmental value of clean water to our region.

**Audience:** Tourists, visitors, local residents

**Message(s):** Help protect Itasca's greatest natural resource: our water.

1. Approximately \$80 million in local revenue, brought to you annually by clean water. Help protect Itasca's greatest natural resource: our water.

2. Fishable futures, brought to you by clean water. Help protect Itasca's greatest natural resource: our water
3. Summer fun, brought to you by clean water. Help protect Itasca's greatest natural resource: our water
4. Native shorelines are not only beautiful, they naturally filter our water.
5. Help protect Itasca's greatest natural resource: our water. Please clean, drain, and dry your boat after each lake you visit.

Actions:

1. Rent billboards with memorable public awareness slogans in strategic locations from fishing opener through Labor Day; begin scheduling in Q4 2020 for prime billboard space in 2021.
2. Develop social media campaign (Twitter, Instagram, Facebook, IW blog)

Budget:

1. Billboard campaign:
  - o **\$8,000** (\$500/board/month = \$1,500 x 5 months = \$7,500; board design costs = \$500)
  - o Target locations: at least three boards (westbound US Highway 2 east of Grand Rapids; northbound MN 169 north of Aitkin; northbound MN 65 north of McGregor) pending availability.
2. Social media campaign:
  - o Costs: Consultant time
  - o Target platforms: Facebook, Instagram, Twitter

Timeline: May – September 2021

Outcomes: Increased awareness among general public and visitors

**Goal:** To increase public awareness around Seven Easy Things to Help Protect Itasca Waters.

Audience: Local residents, including homeowners and lakeshore owners

Messages:

- Your everyday actions impact water quality.
- Please help! Do your part.

Actions:

1. Buy ad space in the following publications (Itasca County Real Estate Guide, The Source: A Publication of the Herald Review, Grand Rapids Herald-Review, Scenic Range News )
2. Mass mailing (paper and electronic) in public utilities bills throughout the county
3. Solicit collaboration with local entities to post "7 Easy Things" message on their website (IEDC, GREDA, Grand Rapids Chamber, units of Government that signed the Clean Water Commitment, Visit Grand Rapids, Leech Lake Band of Ojibwe, Blandin Foundation, GRACF, Edge of the Wilderness, Edge of the Wilderness Scenic Byway, Itasca County Historical Society, Camp Mishawaka, U of M North Central Research and Outreach Center, Marcell Community Center, Forest History Center, White Oak Casino, Itasca County Family YMCA, local golf

courses, area resorts, construction companies (Hawkinson, HAWK, Hammerlund), septic businesses, other major employers (Grand Itasca, Arrowhead Promotions, ASV, ICC), local school districts

4. Post flyers on area bulletin boards
5. Print "7 Easy Things" on to-go coffee cup paper sleeves
6. Arrange dates with area service clubs to present clean water campaign theme beginning in Q4 2020 through Q2 2021.

**Budget:**

1. Local publications ads: \$7,500
2. Utility bill mailings: \$1,500
3. Collaboration messaging campaign: \$0
4. Bulletin board flyers: \$750
5. Coffee cup sleeves: \$300
6. Service club presentations: Consultant time; could be minimized if I.Waters board members presented

**Timeline:** Coordinate ad purchases around a public event celebrating Itasca Area water quality (Earth Day, the County Board approving Clean Water Commitment, etc.

**Outcomes:** Changed behavior around practices affecting water quality

**Goal:** Increase awareness around AIS and the importance of boat washing stations throughout the county

**Audiences:** Boat owners; fishermen and women; resort owners

**Messages:** Cleaning your boat is a responsible, easy way to prevent AIS spread

**Actions:** Host informational webinars with DLA and AIS representatives

**Budget:** unTapped time

**Timeline:** April-October 2021

**Outcomes:** Minimizing spread of AIS in area lakes

**Goal:** To foster relationships and partnership with Leech Lake Band to work collectively to protect the water.

**Audience:** Band members, Itasca county residents, visitors

**Message:** Together, we can all do our part to protect Itasca's greatest natural resource: our water.

**Actions:**

1. Host a local awareness-building event together.
2. Create shared literature and social media campaigns.

**Budget:** unTapped time

## ATTACHMENT A#3.a-2

Timeline: December 2020--July 2021

Outcomes: Collaboration and increased relationships with Native leaders for clean water initiatives

**Goal:** Capture local knowledge about water quality to document changes and promote initiative aimed at protecting area water.

Audience: Local residents

Message: We all need to do our part to keep our water clean.

Actions:

1. Create and sustain blog
2. Develop PSAs for area radio stations (KAXE, KOZY, KMFY, KBAJ)
3. Develop storytelling campaign
4. Produce short video clips (interviews) of local "Water-Savers" (ICTV, GICH waiting rooms)

Budget:

- Video clips: videographer (\$1,500/day); editing and production (\$1,500)
- Radio ad production: \$500

Timeline: November 2020 through July 2021

Outcomes: Changed behavior and increased awareness among area residents

**Goal:** Organize youth organizations to become involved in waterfront clean-up and awareness

Audience: Local youth and parents; local residents

Message: Everyone has a role in keeping our water clean, and it's easy.

Actions:

1. Identify area youth groups (church groups, YMCA, Boys & Girls Clubs, Girl and Boy Scouts) to help clean up four lakefronts in Grand Rapids.
  - a. Organize clean-up activities around one lake per week (April-May).
  - b. Publicize a clean-up campaign.
2. Identify area civic clubs and organizations willing to clean-up key stretches of Mississippi River between Cohasset and LaPrairie.

Budget:

- Consultant time

Timeline: April through October 2021

Outcomes: Increased awareness among area youth about the importance of clean water

## **Itasca Waters Policy for Executive Session-Closed Meetings**

### **Definition of Closed Meeting**

A closed meeting (or closed session if part of a scheduled meeting) is a meeting that is only open to persons who are members of the deliberative body (Board or Executive Committee) or are expressly invited to participate because of knowledge of the item being discussed.

### **Which Bodies May Hold Closed Meetings**

A closed meeting may be held by the Board or the Executive Committee.

### **Process for Closure**

The meeting agenda may announce in advance that a closed session for all or part of a meeting is being considered. However, to close the meeting, there must be a motion and second to close the meeting with a majority of the members of the deliberative body voting to close the meeting.

### **Attendance**

Participants at a closed meeting include the deliberative body membership and persons expressly invited to participate because of knowledge of the item being discussed.

### **Reason for Closure**

Executive sessions are intended to protect the innocent and assure confidentiality about sensitive matters. Meetings may be closed to discuss confidential issues including personnel or to allow frank and open discussion of a specific topic. Topics might include: audit feedback, performance reviews, staff compensation, legal issues, crisis management and intra-Board disputes. There may be other, similar, reasons to close a meeting.

### **Meeting Record**

A record of a summary of discussions and sufficient detail to justify any actions taken must be kept. Minutes are discoverable in litigation.

More detailed minutes are required when discussing staff compensation.

In discussing conflicts of interest, the minutes should reflect:

- the name of the person with a potential conflict of interest and the nature of that interest;
- the board's decision as to whether a conflict exists;
- the names of the persons who were present for discussion;
- the content of the discussion, including alternatives to the proposed transaction which the board considered; and
- a record of any votes taken in connection with the proceedings, including the vote to approve the transaction

### **Meeting Record Distribution**

Minutes from closed meetings should only be distributed to the participants in that meeting, not to those absent from the meeting or, in the case of the Executive Committee, to the full Board. Minutes should be kept separately from the regular minutes.

However, the deliberative body may choose to inform Board members about a decision.

## **Background**

### **Bylaws:**

The Itasca Waters Bylaws are silent on closed meetings.

The bylaws state that all Board meetings will be open to the public and minutes of the proceedings available on request, which is not required under Robert's Rules.

Itasca Waters is not subject to Minnesota open meeting laws.

## **Itasca Waters Policy for Recording Meetings**

The Board or any committee may prepare audio or video recordings of open or closed meetings. At the beginning of the meeting, members should be advised that the meeting is being recorded.

The primary purpose for these recordings is to assist the Secretary in preparing accurate minutes. Once the draft minutes have been agreed to by the Board or committee, as appropriate, the recording will be discarded. However, upon the request of a Board or committee member who must be absent from a meeting, the recording can be retained for an additional week.

### **Sources**

<https://www.nonprofitissues.com/to-the-point/may-directors-record-board-meeting>

This is a matter of state law, and there are apparently some state laws that prohibit such taping without the consent of the participants. Many organizations nevertheless do tape their meetings, particularly to help prepare the minutes of the meeting.

If the meetings are recorded (and assuming it is not one of the rare nonprofits that is required to hold open meetings), there are a number of policy questions the board ought to consider. We recommend, if they record the meetings, that every member of the board be advised that the meeting is being recorded; that the recording be retained only until the approval of the minutes of the meeting and then erased or destroyed; and that any member of the board have the right to have the recording stopped temporarily at any time if necessary to prevent “chilling” the discussion of a particularly sensitive issue.

If the organization has legal (generally voting) members, any member of the organization, as well as any member of the board, will probably have the right to listen to the recording while it exists. It will probably be considered to be one of the “books and records” of the organization. Since discussion at board meetings is usually considered “confidential,” many organizations do not want to record the discussion, or want to destroy the recording as soon as possible if they do so.

<https://www.upcounsel.com/recording-board-of-directors-meetings>

Recording board of directors meetings is not a requirement, although company owners may request it. If you decide to record your board meetings, you should check the rules in your state to make sure that recording is legal.

### **Legality of Recording Meetings**

In certain states, including California, recording a conversation without the consent of both parties is illegal. This means that if your board of directors meeting takes place in one of these states, you would need to get the consent of every director before recording the meeting. If your board meeting is an open meeting, however, you should be able to record the meeting, as there is no expectation of confidentiality.

A legitimate argument can be made that a board of directors has the power to decide how a meeting of the board will take



place. Basically, this means that the board has the authority to decide if recording meetings will be allowed. If the board

decides not to allow recordings, there is virtually no point in arguing the decision, especially since the Open Meeting Act

doesn't override a board of directors' authority. It is possible, however, that your company's governing documents allow

recordings of meetings.

In most cases, your company bylaws will not mention recording meetings. If your bylaws do discuss recordings, it's likely

that they are only allowed at the discretion of your directors. If there is no mention of recordings in your bylaws, you may

want to update these rules to allow for this practice. Adopting rules about recording board of directors meetings can help

prevent conflicts between your board and company owners.

When writing rules about recording board meetings, there are a few factors that you should consider:

Who will be doing the recording?

When will the recording take place?

Is there a purpose to the recording other than documentation?

Generally, giving the board of directors the power to approve or deny recordings is a good idea.

Granting the board this

authority will make sure that recordings are only beneficial and not open to abuse. In many companies, board of directors

meetings are recorded, primarily to make preparing the minutes of the meetings easier. If your organization does decide to

record meetings of your board of directors, there are some policies that you should consider putting in place.

For instance, every board member should be aware that these recordings will take place. It's also a good idea to institute a

policy for getting rid of recordings after approval of the meeting minutes. You should also consider instituting a rule that any

board member can request that the recording be stopped. For instance, board members may want to briefly stop a recording

while discussing a sensitive manner.

If your company has voting members, you will likely be required to allow them to listen to these recordings if they request.

Board members must also be allowed to listen to these recordings. Recordings may be included in your company's records.

The reason many corporations decide not to record board meetings is that most of the subject matter discussed during these

meetings is confidential. If you do decide to record your meetings, and your board talks about issues private to your

corporation, it's a good idea to destroy these recordings as soon as possible.

#### Drawbacks to Recording Meetings

When a company owner brings recording equipment to a board meeting, they may be trying to gather evidence for a lawsuit.

They may also be planning to use these recordings to intimidate board members. In some cases, the owner will also bring a

lawyer with them in addition to recording a meeting.

If an owner is recording board of directors meetings for the purpose of a lawsuit, it can discourage board members from

participating in the meeting. They may not feel comfortable discussing important issues out of a fear they'll be involved in

the litigation. So, in some cases, recording board meetings can suppress the free speech of board members.

Additionally, even though there may not be an expectation of privacy when attending a board meeting, attendees do expect

that what they say in the meeting won't be released to the public. To protect the privacy of board members, many companies

prohibit recording devices in meetings.

If you need help with recording board of directors meetings, you can post your legal needs on UpCounsel's marketplace.

UpCounsel accepts only the top 5 percent of lawyers to its site. Lawyers on UpCounsel come from law schools such as

Harvard Law and Yale Law and average 14 years of legal experience, including work with or on behalf of companies like

Google, Menlo Ventures, and Airbnb.

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## Background

The Itasca Waters bylaws are silent on the issue of recording meetings

## State Statute

Minnesota law is a "one-party consent" state, which means that only one party to a communication needs to consent for a recording of the communication to be legal – unless the recording is made for the purpose of committing a criminal or tortious act.

*Minn. Stat. § 626A.02 Subd. 2(d)* It is not unlawful under this chapter for a person not acting under color of law to intercept a wire, electronic, or oral communication where such person is a

party to the communication or where one of the parties to the communication has given prior consent to such interception unless such communication is intercepted for the purpose of committing any criminal or tortious act in violation of the constitution or laws of the United States or of any state.

Itasca Waters is not covered by Minnesota Statutes Chapter 13D. Open Meeting Law

### **Itasca Waters Policy on Approvals for Committee Expenditures**

All committee expenditures and projects require approval by vote of the governing committee at an online or virtual meeting (where all participants are in audio contact) or by email vote that conforms to the policy for unanimous consent via mail or email.

Committee expenditures not requiring further approval by the Board or Executive Committee are:

- expenditures, including specific projects, that are included in the Board approved committee budget and that do not need the assistance of staff
- non-project expenditures, as approved by the governing committee, as normal and necessary and fall within the committee budget limits

Committee expenditures requiring further approval by the Board or Executive Committee are:

- expenditures that exceed the previously approved committee budget
- expenditures for new projects not covered under the current budget
- expenditures that require the assistance of staff, which must also be approved by the Personnel Committee/Staff Liaison

**Itasca Waters Policy for Written Unanimous Consent**

Board or committee action may be taken outside a virtual or in-person meeting (where all participants participate in discussions) using procedures for written unanimous consent. This may be accomplished by email or mail.

**Board of Directors or Executive Committee**

The Secretary will prepare a Word or PDF document describing the item requiring approval.

The document will be distributed to all Board members by mail or email.

Email: each Board member must download and print the document, register his or her vote and sign the document.

Mail: each member must register his or her vote and sign the document received by mail.

The signed document must be returned to the Secretary by regular mail or scanned or photographed and returned by email.

The Secretary will retain all returned documents as part of the official record.

The vote will not take effect until all committee members have completed this process and voting unanimously.

The vote will be ratified at the next Board meeting and be kept as part of the Board record.

**Standing or Special Committees**

The committee chair, or if the chair is unavailable the Secretary, will prepare a Word or PDF document describing the item requiring approval.

The document will be distributed to all committee members by mail or email.

Email: each member must download and print the document, register his or her vote and sign the document.

Mail: each member must register his or her vote and sign the document received by mail.

The signed document must be returned to the committee chair or Secretary by regular mail or scanned or photographed and returned by email.

The committee chair or Secretary will retain all returned documents as part of the official record.

The vote will not take effect until all committee members have completed this process and voting unanimously.

The vote will be ratified at the next committee meeting and be kept as part of the committee record.

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**Background**

**Current Bylaws Language:**

**Article 3 Written Unanimous Consent in Absence of a Board or Committee Meeting:** When action is required outside a meeting of the full Board or any standing committee, the Secretary or appropriate committee chair will prepare a document describing the item requiring action and distribute it by email sent to all Directors or Committee members, as appropriate. Each

Director or member must download and print the document, register his or her vote and sign the document. This signed document must be returned to the secretary by regular mail or scanned or photographed and returned by email. The Secretary will retain all documents as part of the official record. The vote must be unanimous. The vote would not take effect until all Board or Committee members have completed this process. Such votes will be ratified at the next Board or Committee meeting.

## **State Statutes (2019)**

### **317A.239 ACTION WITHOUT MEETING.**

#### **17A.239 ACTION WITHOUT MEETING.**

##### **Subdivision 1.Method.**

An action required or permitted to be taken at a board meeting may be taken by written action signed, or consented to by authenticated electronic communication, by all of the directors. If the articles so provide, an action, other than an action requiring approval of members with voting rights, may be taken by written action signed, or consented to by authenticated electronic communication, by the number of directors that would be required to take the same action at a meeting of the board at which all directors were present.

##### **Subd. 2.Effective time.**

The written action is effective when signed, or consented to by authenticated electronic communication, by the required number of directors, unless a different effective time is provided in the written action.

##### **Subd. 3.Notice; liability.**

When written action is permitted to be taken by less than all directors, all directors must be notified immediately of its text and effective date. Failure to provide the notice does not invalidate the written action. A director who does not sign or consent to the written action is not liable for the action or actions taken thereby.

### **317A.011 DEFINITIONS.**

#### **Subd. 3a.Authenticated.**

"Authenticated" means, with respect to an electronic communication, that the communication is delivered to the principal place of business of the corporation, or to an officer or agent of the corporation authorized by the corporation to receive the communication, and that the communication sets forth information from which the corporation can reasonably conclude that the communication was sent by the purported sender.

## **Itasca Waters Agenda and Minutes Policy**

### **Board Meetings**

#### **Agenda**

About ten days in advance of a scheduled Board meeting, the Secretary will prepare a draft agenda for consideration by the President and the Executive Committee. Board meetings are typically scheduled for the year at the organizational meeting in January. Certain items are required for any Board meeting, including previous Board minutes, financial report, approval of past actions of the Executive Committee, President's Report, Coordinator's report, and reports from all standing and special committees. After approval by the Executive Committee of specific agenda items and possible attachments, the Secretary will email the agenda and attachments to the full Board. The email message will include the meeting date, time and location (which may be remote via Zoom).

While ideally the email will include all attachments, in the case that the attachments are too large for email transmission the Secretary will post all attachments and the agenda into the appropriate folder in Google Drive and so inform the Board. All Board members with Google accounts have access to the folder for minutes.

With the permission of the President, changes to the agenda may be made in advance of the meeting, in which case the agenda will be emailed again to the Board. However, it is often simpler to amend the agenda at the Board meeting.

#### **Minutes**

After the Board meeting, the Secretary will email draft minutes to all Board members in attendance at the meeting. Based on feedback from those members, revised minutes will be transmitted to all Board members. The final minutes will be included in the appropriate folder in Google Drive.

Minutes of full Board meetings should be posted as soon as possible to Itasca Waters' webpage.

### **Executive Committee Meetings**

#### **Agenda**

About a week or more in advance of an Executive Committee meeting called by the President, the Secretary will prepare a draft agenda for consideration by the President and the Executive Committee. Items may be submitted by Executive Committee members or others, or reflect carry-over items from previous meetings.

After approval of specific agenda items and possible attachments, the Secretary will email the agenda and attachments to the full Board. The email message will include the meeting date, time and location (which may be via Zoom).

While ideally the email will include all attachments, in the case that the attachments are too large for email transmission, the Secretary will post all attachments and the agenda into the appropriate folder in Google Drive and so inform the Executive Committee.

With the permission of the President, changes to the agenda may be made in advance of the meeting, in which case the agenda will be emailed again to the Executive Committee and Board. However, it is often simpler to amend the agenda at the Board meeting.

#### **Minutes**

After the Board meeting, the Secretary will email draft minutes to all Board members in attendance at the meeting. Based on feedback from those members, revised minutes will be transmitted to all Board members. The final minutes and attachments will be included in the appropriate folder in Google Drive.

The Secretary is not involved in distributing information for any other committees