

## **EIRA Board of Directors Meeting**

Tuesday, September 14, 2021, 7 pm  
Online via Zoom

### **MINUTES**

#### **Board members present:**

Emma Erdahl (President), Erik Anderson (Vice President), Andrew Degerstrom (Treasurer), Laney Barhaugh (Secretary), Becky Accettura, Mike Erlandson, Rod Lauture, Peter Mason, Brian Milavitz

#### **Staff present:**

Jenna Egan, Coordinator

#### **Guests present:**

Lisa Goodman, Minneapolis City Council - Ward 7  
Jono Cowgill, Minneapolis Park Board - District 4  
Debbie Gold, Co-Chair - Farmers Market Committee  
Other East Isles Neighbors

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#### **1) Welcome**

President Emma Erdahl called the meeting to order at 7:02 p.m.

#### **2) Lisa Goodman, Minneapolis City Council - Ward 7**

Council Member Goodman gave the following announcements:

- Lunch with Lisa on September 29, 12-1 pm, at the University of St. Thomas downtown Minneapolis campus. Casey Carl, City Clerk, will give an informational presentation on the Charter amendments that will be on the ballot this year.
- The Uptown Association is hosting many events like the Uptown Dog Fair on October 2. Learn more about upcoming events: <http://www.uptownminneapolis.com/events/uptown-open-events/>
- The City of Minneapolis is seeking feedback from residents, businesses, and neighborhood and community organizations as it considers funding priorities for the second round of American Rescue Plan Act funding awarded to the City to address economic and public health impacts from the pandemic. The survey is open through

September 24. [https://www.minneapolismn.gov/government/budget/american-rescue-plan/?utm\\_content=&utm\\_medium=email&utm\\_name=&utm\\_source=govdelivery&utm\\_term=](https://www.minneapolismn.gov/government/budget/american-rescue-plan/?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=)

- September National Preparedness Month, plans available at <https://www.ready.gov/september>
- Early voting has begun for the November 2 municipal election. Ballots may be cast early by mail or in person at the Early Vote Center, 980 E. Hennepin Ave. Voters who have applied for mail-in ballots should allow seven to ten days for their ballots to arrive. All mail ballots need to be received by Election Day (November 2) for them to count. If voters choose to deliver their ballot in person to the Elections & Voter Services office, it must be returned by 3 pm on November 2. Mail ballots cannot be dropped off at polling places on Election Day. [https://vote.minneapolismn.gov/?utm\\_content=&utm\\_medium=email&utm\\_name=&utm\\_source=govdelivery&utm\\_term=](https://vote.minneapolismn.gov/?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=)
- City of Minneapolis Redistricting, Process and Timeline, seeking feedback from residents: <https://www.minneapolismn.gov/government/programs-initiatives/redistricting/>

### **3) Jono Cowgill, Minneapolis Park Board - District 4**

Commissioner Jono Cowgill gave the following report:

- The Minneapolis Park Board is hiring: <https://www.minneapolisparcs.org/jobs/>
- Youth programs are doing amazing work and is looking for increased funding from the levy to continue. Learn more at [https://www.minneapolisparcs.org/activities\\_events/youth\\_programs/teen\\_programs/](https://www.minneapolisparcs.org/activities_events/youth_programs/teen_programs/)
- MPRB Comprehensive Plan: Parks for All will be coming to the Board of Commissioners in the coming month. Learn more about the draft plan: [https://www.minneapolisparcs.org/park\\_care\\_improvements/park\\_projects/current\\_projects/mprb-comprehensive-plan/](https://www.minneapolisparcs.org/park_care_improvements/park_projects/current_projects/mprb-comprehensive-plan/)
- Park Board has procured benches for The Mall, awaiting delivery. Park equipment has been delayed due to COVID.
- Shade structure for Triangle Park has a timeline: constructed next Summer (no specific date). Work expected to be complete by mid-Summer.
- Superintendent will release the 2022 budget by mid-October. A levy increase will be included to provide additional funding for at risk youths.

### **4) Approval of Minutes**

The following action was taken regarding agenda item 4:

**Motion to approve** the the minutes for the August 2021 Board Meeting. *Motion by Erdahl, seconded by Degerstrom. Motion carried with 8 ayes and 0 nays.*

## 5) Open Forum

Tom Fletcher, owner and manager of properties at 2736 and 2524 Hennepin Ave, spoke during open forum about his concerns regarding the Hennepin South Reconstruction Project. Fletcher requested that EIRA sign onto a position or contact the City. The request would run counter to EIRA's ongoing outreach and engagement activities regarding the project, and thus the Board took no action.

## 6) Farmers Market Committee

Farmers Market Committee Co-Chair Debbie Gold informed the Board about two security incidents that took place during the September 2 and September 9 markets and presented the following Committee recommendations:

- For the last two markets of the season, the following should take place: activate and engage the existing market staff and communicate about the thefts to the vendors so that everyone at the market can have a heightened awareness.
- Looking forward, the Committee is recommending at this time to add staff training and participate in a collaboration with other markets on formulating a comprehensive security plan. Contract with a community organization with a preference for WE PUSH FOR PEACE, or other initiatives happening specifically in the Uptown neighborhood.
- Since the last two recommendations are longer term efforts, they will be tabled until after the current season ends.

## 7) Bylaws Review

Emma Erdahl and Andrew Degerstrom have been working on updating EIRA's Bylaws so that they meet the City's new funding requirements. Erdahl and Degerstrom presented a draft report to the Board, attached as Exhibit A. The plan is to continue discussion on the Bylaws over the next month and vote to submit the new Bylaws to the voting membership for approval at the Fall Membership Meeting in November. The Board reached consensus on making the following changes before continuing discussion next month:

- Remove the requirement that only one person per household may serve on the Board at any given time. Instead, apply that requirement to the Board Officers.
- Remove requirement that members must have attended at least three meetings meetings of EIRA in the past year in order to be eligible to serve on the Board.
- Change the quorum requirement for membership meetings from 25 to 30.
- Change the Executive Committee membership to consist of the Board Officers instead of the President and any committee chairs.

- Change language to make it explicitly clear that all EIRA meetings will be open except for discussion of personnel or legal matters.
- Change the voting threshold for the Board to amend either the Articles of Incorporation or Bylaws from simple majority to two-thirds majority.

## 8) Treasurer's Report

Treasurer Andrew Degerstrom presented the following items:

### a) Finance Report

The following action was taken regarding agenda item 8a:

**Motion to approve** the September 2021 Finance Report, attached as Exhibit B. *Motion by Degerstrom, seconded by Barhaugh. Motion carried with 8 ayes and 0 nays.*

### b) IRS Status Change

EIRA is now recognized by the IRS as a 501(c)(3) organization.

### c) 2020 Charity Annual Report and 990-EZ

The following action was taken regarding agenda item 8c:

**Motion to adopt Resolution 2021R-23:** Resolved that EIRA approve the Charity Annual Report and 990-EZ for Fiscal Year 2020, attached as Exhibits C and D, respectively. Motion by Erdahl, seconded by Degerstrom. Motion carried with 8 ayes and 0 nays.

### d) Budget Amendment

Treasurer Andrew Degerstrom presented an amendment to EIRA's Management and Program Budget for Fiscal Year 2021 to include a new Halloween Parade at Triangle Park. Degerstrom reported that the Ice Cream Social came in under budget, so the net impact on projected unrestricted fund balance by the end of the year would be minimal by adding this new event. The budget amendment currently identifies all expenses for this event to come out of unrestricted funds. However, eligible expenses will be switched over to CPP contingent on if there will be leftover funds still available by the end of the year.

The following action was taken regarding agenda item 8d:

**Motion to adopt Resolution 2021R-24:** Resolved that EIRA approves an amendment to its Management and Program Budget for Fiscal Year 2021, attached as Exhibit E. *Motion by Accettura, seconded by Degerstrom. Motion carried with 8 ayes and 0 nays.*

## **9) Committee Announcements**

The following Committee announcements were made:

- BET Committee will be partnering with the Park Board for community engagement and outreach on implementation of improvements for The Mall that are included in the Southwest Area Master Plan.
- NRP Committee had a meeting earlier this month, will have a more comprehensive report in November.
- Outreach and Engagement Committee asks for Board members to volunteer for the Halloween Parade event at Triangle Park.

*The remainder of the meeting was held in closed session to discuss a legal matter.*

## **10) Adjournment**

The meeting was adjourned at 9:03 p.m.

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*Minutes submitted by Jenna Egan*

# The East Isles Residents' Association, Inc. Bylaws

## I. Purpose

This Corporation is not operated for profit. The Corporation is organized under Minnesota statutes Chapter 317A and elects to also be governed by the statutory provisions governing "neighborhood organizations" as described in the Articles of Incorporation. All changes to the Corporation's purpose are governed by changes to that document.

## II. Boundaries

The Corporation is recognized by the City of Minneapolis as a neighborhood organization serving a defined area. The area of the neighborhood, for the purposes of membership and these Bylaws, is defined as:

That part of South Minneapolis which is bounded by West 22nd Street on the north, Hennepin Avenue South on the east, West Lake Street on the south, and Knox Avenue South and East Lake of the Isles Parkway on the west.

The area is depicted in the boundary map below.



### III. Membership

The Corporation has one class of voting members. The classes, eligibility, rights, and obligations of any members will be determined by the Board of Directors through amendment of these Bylaws.

#### A. Eligibility for Membership

Eligibility for membership is defined below as any individual who is at least 16 years old and is:

1. A resident in the neighborhood; or,
2. An owner or business lessee of real property in the neighborhood; or,
3. The designated representative of a nonprofit, educational organization, or governmental organization in the neighborhood.

New members are encouraged (but not required) to establish voting membership eligibility at least 10 days before a voting member meeting.

Resident members may use any document of any kind showing the members full name and an address inside the neighborhood; or another member may vouch for one new resident member's eligibility.

Business / property owner or lessee members may use documentation showing real estate ownership and the name of the entity paying property tax at that address, or a copy of the business lease at that address.

Organizational representative members may document their representative status with an official letter from the organization designating the representative by name.

#### B. Member Dues / Fees

The organization does not charge dues. Voluntary donations to support the Corporation and its activities are encouraged.

#### C. Rights of Members

The Board governs and voting members have limited voting rights. Each voting member is eligible to cast one vote at the annual meeting of the voting membership as well as one vote in any periodic vote involving the voting membership as required by these Bylaws, State law, or as authorized by Board action. Members must vote either in person, by U.S. mail, or electronically when authorized by Board action. Voting by proxy is *not* permitted.

#### D. Members Not Financially Obligated

No member will be personally responsible for any financial obligation of the Corporation.

## E. Membership Duration

Once a Corporation Member, Membership will continue in perpetuity as long as the member remains eligible.

## F. Membership Non-transferable

Membership in Corporation may not be assigned or transferred in any way.

## G. Membership Termination

All member rights, privileges, and benefits will cease in the event of death or termination of eligibility of the member.

## H. Member Grievance Procedure

Any voting member may file a formal grievance with the Corporation. Other forms of conflict resolution are encouraged prior to invoking a grievance. All parties should attempt to resolve disputes through dialogue, or informal or formal mediation whenever possible. In the event such efforts are not successful, the process of filing a grievance is set forth in the Corporation's Grievance Policy and Procedure, a copy of which is available on the organization's website.

## I. Meetings of Voting Members

- 1. Record Date and Membership Roster.** As required by State law, the record date for determining who are the voting members of the Corporation at the time of a voting members meeting will be the day of the meeting. Meaning, eligibility to vote may be determined on the day of any meeting where a member vote will occur, and pre-registration is not required to participate.
- 2. Notice to Members.** As required by State law and City of Minneapolis grant funding requirements, written notice, including the date, time, and place of the meeting, will be provided at least 21 calendar days in advance of a member meeting. Notice will not be provided more than 30 calendar days in advance of a member meeting. Notice may be provided through any reasonable method designed to give notice to every member with voting rights.
- 3. Regular Member Meetings.** Corporation, if desired, may conduct regular member meetings that will take place on a recurring schedule, the specific date, time, and location of which will be designated by the Board and published to the members.
- 4. Annual Member Meetings.** An annual meeting will take place once a year on a schedule designated by the Board. As required by State law, there will be a report on the annual activities and financial condition of the Corporation at the meeting and an election to fill open Board seats.



- 5. Special Member Meetings.** Special meetings of the members may be called by the President of the Board, a simple majority of the Board of Directors, or by a petition signed of 50 individual voting members as required by State law. A member petition to call a special meeting must describe the purpose for the meeting and must document the eligibility of all 50 member signatures. The Board will publish a meeting notice for all special meetings. Special meetings will be conducted in accordance with State law. Business transacted at a special meeting is limited to the purposes specifically stated within the written meeting notice. No other business may be conducted.
- 6. Participation by Remote Communication.** Any member meeting, including annual or special meetings, may be held in whole or in part by means of remote communication. When one or more members participate by means of remote communication, the Corporation will implement reasonable measures to:
- a. Verify that each person deemed present and entitled to vote at the meeting by means of remote communication is in fact a voting member; and,
  - b. The method of remote communication must provide each member with a reasonable opportunity to participate in the meeting, in real time with the other participants, as required by State law.
  - c. Voting conducted via remote communication may be conducted online through a third-party service to allow for more inclusive participation.
- 7. Member Meeting Quorum.** A quorum of the members is 25 of the members entitled to vote at the meeting. If a quorum is not present, the meeting may be adjourned and recalled with at least 5 days' written notice provided prior to the new date.
- 8. Member Voting.** All issues to be voted upon will be decided by a simple majority of those present at the meeting in which the vote takes place unless otherwise specified in these Bylaws or by resolution of the Board. All eligible voters may cast one vote. Voting by proxy is *not* permitted. The following decisions in all cases require approval of the voting membership:
- Election of Directors
- 9. Member Meeting Procedures.** All questions of order with respect to any member meeting will be resolved in an orderly manner that is deemed appropriate by the President. The Corporation is not obligated to follow Robert's Rules of Order.
- 10. Member Meeting Decorum.** The Corporation will follow best and lawful practices for conducting business at meetings. The Board will exemplify, communicate, and enforce the expectation that meetings be conducted in an orderly and respectful manner. The Board reserves the right to excuse any Director, Officer, member, guest, member of the media, or audience participant exhibiting conduct that is disrespectful or disruptive to meeting proceedings. The Board President has the responsibility to require order in a meeting. To that end, the President has the authority to call a Director, Officer, or

member to order, and to exclude non-members, or to remove any participant from the meeting. Another Officer may serve in the President's capacity if required.

- 11. Member Action Without a Meeting.** Member actions without a meeting is not permitted.

## **IV. Board of Directors (Governing Body)**

### **A. Board Governing Powers**

In compliance with State law and common law, the Board of Directors will execute the fiduciary duties (duty of care; duty of loyalty; duty of obedience) to the Corporation in all aspects of its governance. The Board has all the powers given by State law which are necessary and appropriate for governing the Corporation, including but not limited to the following:

1. Performance of any and all duties imposed upon them collectively and individually by law, by the Articles of Incorporation, these Bylaws, or other written policies and procedures of the Corporation.
2. Appointment and removal of Board Directors and Officers.
3. Oversee the affairs and activities of the Corporation and set policies and procedures.
4. Enter into contracts, leases, or other agreements which are, in the judgement of the Board, necessary or desirable to the delivery and execution of the mission.
5. Acquire, manage, improve, encumber, leverage, or dispose of real or personal property, through any lawful method.
6. Oversee the participation in financial transactions such as loans, debt obligations, investments, promissory notes, bonds, deeds of trust, mortgages, pledges, etc.
7. Indemnify the Directors, Officers, agents, employees, or independent contractors for liability alleged against or incurred by persons in this capacity or arising out of the person's status or obtain insurance for these purposes.
8. Uphold the Bylaws, Policies, and Procedures of the Corporation.
9. The Board of Directors may engage in acts that are in the best interests of the Corporation and that are not in violation of State or Federal laws or regulations. No Director will have any right, title, or interest in or to any real property of the Corporation.

### **B. Board Compensation**

All members of the Board will serve as volunteers. No compensation may be paid to the Directors for their services, time, and efforts in that role. Directors, however, may be reimbursed for necessary and reasonable actual (documented) expenses incurred in the performance of their duties subject to the organization's financial policies and procedures.

### C. Board Number and Qualifications

The Corporation's Board of Directors must be composed of no less than 3 and no more than 11 Directors overall.

All Directors must be at least 18 years old. These individuals should be broadly representative of the community, possess applicable experience, or meet other eligibility criteria. Directors may not be corporate entities.

### D. Board Service Eligibility

All Directors are elected from the pool of voting members. Only one member per household or family system may serve on the Board at any given time. In addition, to be eligible for Board service, members must:

- Have attended at least three meetings of the Association in the past year (of any kind, including Board, member, or committee meetings).

The number of Board seats that may be filled by business owners / lessees or designated representatives of a nonprofit, educational organization, or governmental organization in the neighborhood is 3.

### E. Board Terms

In order to ensure the continuity of the Board, the terms of all Directors shall be staggered as follows:

1. Elections to fill 5 out of the 11 Board seats for a 1-year term shall occur in 2022, after which elections to fill those seats for a 2-year term shall occur in odd-numbered years beginning in 2023.
2. Elections to fill the other 6 Board seats for a 2-year term shall occur in even-numbered years beginning in 2022.
3. The existing Board upon the adoption of these Bylaws shall continue to serve until 2022.

There is no limitation on the number of terms a Director may serve, except that Directors must take at least two years off after serving 6 consecutive years.

### F. Annual Meeting Election Process

The election process will be fair and open.

1. **Candidate Search.** The Board will publish a call for candidates in the notice of the meeting. The Board will strive to recruit a number of candidates that meets or exceeds the number of seats that are up for election.

- 2. Nominations Committee.** In the event a nominating committee is formed, its chartered purpose must be limited to coordination of the process. Any review of candidate applications is limited to determining eligibility for service.
- 3. Elections.** Eligible voting members to check in to a meeting where Directors will be elected may vote for candidates, including any nominations from the floor (offered with consent of the nominee). Those candidates receiving the highest number of votes will be elected.
- 4. Verification and Seating.** If necessary, the eligibility of candidates may be confirmed within one week following the close of voting. Outgoing Directors retain their duties until new Directors assume their office at the next scheduled Board meeting. In the event a successful candidate is deemed ineligible, the candidate with the next highest votes will be seated instead.

## **G. Board Member Resignation**

A Director may resign at any time by giving notice to an Officer of the Board. Notice may be in any form. The resignation can be deemed effective immediately without any formal acceptance by the Board. If a resignation is provided with a later effective date, then the Board may fill the pending vacancy before the effective date and the new Director will be seated on the effective date and will serve the remaining of the resigning Director's term. If less Directors will remain after the resignation than is mandated as the minimum required by these Bylaws, then the resignation must not be effective until a successor is appointed by the Board.

## **H. Board Member Termination or Removal**

Any Director may be removed at any time with or without cause, by an affirmative vote of at least two-thirds majority of all the remaining Directors. The matter of removal is a personnel matter and may be acted upon at any meeting of the Board of Directors. The Director subject to removal may not vote on the matter. Upon removal, a successive Director may then be appointed to fill the vacancy created and serve out the remainder of that term. In that case, the Board will publish a call for applications, and it will vote to appoint an interim Director who will serve out the remainder of that term.

## **I. Board Vacancies**

Vacancies in the Board of Directors are filled after a published call for applications by a vote of the majority of the remaining Directors at a properly called meeting. The interim Director appointed will fulfill the remainder of the term for that seat.

## **J. Regular Board Meetings**

The Board will meet routinely, on a schedule designated by the Board which meets or exceeds State nonprofit law minimum requirements. Board meetings may, but need not coincide with, member meetings.

### **K. Special or Emergency Board Meetings**

Special meetings of the Board may be called with 24 hours' notice upon the request of the President, or by one-third of the Board.

### **L. Board Meeting Notices**

All written meeting notices, including the date, time, and place of the meeting, are provided to each Director at least 5 calendar days in advance of a meeting. Notice will not be provided more than 60 calendar days in advance of a meeting. This notice may be given through any reasonable method. The Board meeting schedule may be set and published to the Board annually in lieu of or in addition to other notices.

Directors may waive the notice requirements. Attendance at the meeting is considered a waiver of notice requirements unless the Director objects at the beginning of the meeting that it was not properly called and does not participate in the meeting.

### **M. Board Meeting Quorum**

Unless otherwise specified in these Bylaws, at all meetings of the Board of Directors, a simple majority of 51% or greater of seated Directors constitutes a quorum for the transaction of all authorized business. If 51% or greater of seated Directors are not present, no voting may occur.

### **N. Board Action / Voting**

Unless otherwise specified in these Bylaws, during Board meetings, all matters are decided by a simple majority vote. There is no cumulative voting among Directors. Abstaining from votes is not permitted. Board members with a conflict of interest will recuse themselves from all discussion and the vote in accordance with the Corporation's Conflict of Interest Policy. Proxy voting is not permitted. The acts of the Board are the acts of the Corporation and must be carried out.

### **O. Open Meetings**

The Corporation is a private nonprofit corporation and is not subject to open meetings law and government data practices. However, to comply with City of Minneapolis grant requirements, the Corporation will generally hold all of its meetings open to the public, except when a closed session is required for consideration of legal issues, personnel issues, etc. The public version of meeting minutes from a closed session will indicate that the Board went into a closed session. The Corporation will maintain a record of any business decision made in a closed session but may limit access to the record to those with a legal right to be in the meeting.

### **P. Meeting Procedures**

All questions of order with respect to any meeting or action of the Corporation, its Board of Directors, or any chartered committee or task force will be resolved in any orderly manner that

is deemed appropriate by the President or the committee Chair which allows for making motions and voting on business matters. The Corporation is not, however, obligated to use Robert's Rules of Order. Meeting minutes must be produced to create a corporate record of reports and decisions made at meetings.

### **Q. Meeting Decorum**

The Corporation follows lawful and nonprofit sector best practices for conducting business meetings. The Board of Directors will exemplify, communicate, and enforce the expectation that meetings are conducted in an orderly and respectful manner. The Board of Directors reserves the right to excuse any Director, Officer, member, guest, member of the media, or audience participant exhibiting conduct that is disrespectful or disruptive to meeting proceedings. The President has the responsibility to require order in a meeting. To that end, the President has the authority to call a Director, Officer, or member to order, and exclude non-members, if necessary, to maintain an orderly meeting. The President has the authority to remove a participant from the meeting. Another Officer may act in the President's place if required.

### **R. Board Meetings by Remote Participation**

To the extent permitted by State law, meetings of the Board of Directors may occur either in part or solely through remote communication, if desired. The method of remote communication must allow all Directors in attendance to participate contemporaneously in the meeting.

### **S. Board Written Action Without a Meeting**

Any action that could be taken at a Board meeting may instead be taken by written action, so long as the following conditions are met:

1. The action is taken by a vote of the number of Directors that would be required to take the same action at a meeting of the Board at which all Directors are present.
2. The votes cast through written action must be voted on through authenticated electronic communication (defined as communication that includes information which one can reasonably identify who the sender was (for example, a known email address, phone number, certified e-signature program, etc.)).
3. Once the vote is complete, all Directors are given immediate notice of the text and effective date of the written action.
4. Action taken under this section is effective when the vote is complete unless the action specifies a different effective date.
5. Action taken under this section has the effect of a meeting vote and may be described as a meeting vote in any document.

## V. Officers

### A. Election of Board Officers

Board Officers must first also be on the Board of Directors. Officers are effectively Board members with extra duties. Board Officers are volunteers and are not paid for their Board service. They are elected annually from the pool of seated Directors.

A vacancy in any Board Officer position may be filled by a vote of the Board of Directors for the unexpired portion of the term. The Board of Directors also has the authority to appoint temporary acting Board Officers as may be necessary during the temporary absence or disability of serving Board Officers.

### B. Terms

All Board Officers will serve a 1-year term that coincides with a portion of their term as Director. There is no limit to the number of terms an Officer may serve. However, in the case of the Treasurer, the Treasurer may only serve up to 3 consecutive years. After serving 3 consecutive years, the Treasurer must take at least 1 year off from the Treasurer position before being considered for another term as Treasurer.

### C. Resignation

An Officer may resign by giving notice to any other Board Officer. The resignation is effective immediately and without formal acceptance when the notice is given to the Board, unless a later effective date is named in the notice. Notice may be in any form.

### D. Removal

Board Officer positions are distinct from Board membership. Any Officer who is removed as a Director is also automatically removed from their Officer position. However, any Officer may be removed only from their Officer position with or without cause by a vote of all remaining Directors. The matter of removal may be acted upon at any meeting of the Board of Directors. The Officer subject to removal cannot vote on the issue. After removal, another Board member will be appointed to serve in an interim capacity to fill the vacancy for the remainder of the Officer term.

### E. Board Officers and Duties

The principal Officers of the Board consist of a President, Secretary, and Treasurer, and a Vice President if desired. Their duties are as follows:

1. **President.** The President convenes regularly scheduled Board meetings, presides at meetings or arranges for other Directors to preside at each meeting in the following order: Vice President (if any), Secretary, Treasurer. The President is a Board member with voting rights and will vote at meetings.

2. **Secretary.** The Secretary is responsible for assuring: 1) the corporate records of Board actions are documented through meeting minutes; 2) that meeting notices and agendas are distributed in a timely manner; 3) that records are published as necessary to the members; and, generally that corporate records are maintained.
3. **Treasurer.** The Treasurer is responsible for assuring: 1) financial records and accounts are kept in a manner that meets State law, IRS, and GAAP standards; 2) that the Board is informed at least quarterly on the Corporation's financial position and budget-to-actual status; and 3) public facing financial data is provided and tax filings are completed in a timely manner.
4. **Vice President.** The Vice President, if one is appointed, may chair committees or task forces on special subjects as designated by the Board and may serve in the President's absence when needed.

At the discretion of the Board of Directors, other Board Officers such as Fundraising or Development Director, may be elected with duties that the Board will prescribe.

Officers also have additional duties and powers as prescribed from time to time by the Board of Directors in addition to the duties and powers described by these Bylaws.

## VI. Committees and Task Forces

### A. Authority

The Board of Directors may act through committees or ad-hoc task forces. The Board may create these groups through resolutions adopted by a vote of the Board of Directors. Each group has the duties and responsibilities granted to it from time to time by the Board. These groups are at all times subject to the control and direction of the Board. Ideally, at least one member of the committee or task force will be a Board member. Committee members may be volunteers that are not on the Board. Committees and task forces report back to the Board on a schedule determined by the Board regarding recommendations or action items on the Board's agenda.

### B. Committees

Committees may be standing or have an expiration date. Committees are formed by resolution adopted by a majority of the Board (for example, Finance Committee; Communications Committee; Governance Committee; Engagement Committee, etc.).

Committees are formed under a detailed charter describing their purpose and duties.

### C. Task Forces

Task forces are temporary work groups often made up of experts in specified areas of knowledge or practice. Task forces are small groups of people and resources brought together to accomplish a specific objective, with the expectation that the group will disband when the



objective has been completed. Task forces are formed to address major or complex issues and projects. Often, they are formed in response to an event, whether expected or unexpected, which causes the need to acquire knowledge and respond.

#### **D. Executive Committee**

The Board of Directors may (but does not need to) establish an Executive Committee to consist of the Chairs of any standing committees and the Board President. The President is the Chair of any Executive Committee. The creation of an Executive Committee does not relieve the Board of Directors of any of its responsibility. This committee is at all times subject to the direction and control of the full Board. The role of the Executive Committee, if established, is primarily to organize the agenda for each Board meeting and may also supervise the Executive Director. In keeping with nonprofit sector best practices, the Executive Committee never has authority to act on behalf of the full Board for any reason.

#### **E. Meetings**

Meetings of the individual committees and task forces may be held at a time and place (including by phone or virtually) as determined by a majority of the committee or task force members; by the Board President; or, by the Board of Directors. Notice of committee and task force meetings is handled under the same provisions for Board meetings, including the ability to waive notice requirements. A simple majority constitutes a quorum for any committee or task force meeting. Proxy voting is not permitted. Every committee or task force will create minutes or reports of its meetings for Board review including dates, roll call information, and decisions made (if any are authorized).

### **VII. Executive Officers, Employees, and Independent Contractors**

#### **A. Designation**

The Board of Directors may select an Executive Director (whether it uses this title or another comparable title). The Executive Director will be engaged by and act as the administrative agent of the Board of Directors to administer the affairs of the Corporation and implement the policies and decisions of the Board of Directors. The Executive Director has no power or authority apart from that which is delegated to them by the Board of Directors, and the Board has the duty and responsibility to adequately monitor the actions of the Executive Director. The Executive Director is responsible for the hiring, supervision, discipline and discharge of other employees and independent contractors. The Board collectively supervises the Executive Director and will review their performance annually. The Executive Director may be a non-voting ex officio member of any standing committees and may attend and may participate in all meetings of the Board of Directors except when matters regarding their employment and compensation are under consideration. The Executive Director may not serve as a voting member of the Board of Directors.

## **B. Compensation**

The Corporation may pay compensation to the Executive Director, other hired Officers, employees, and other independent contractors for services rendered. The amount and frequency of payments must be reasonable, determined from time to time by the Board in accordance with the Conflict of Interest Policy, and be legally compliant with all State and Federal employment, nonprofit, and other applicable laws.

## **C. Checks, Drafts, Petty Cash Fund**

The Executive Director may be authorized to provide the signatures on checks, drafts, or other orders of payment for the Corporation. They may also be authorized to administer a Petty Cash Fund, the size of which is designated by the Board of Directors.

## **D. Volunteers**

The Board of Directors may establish policies and procedures to recruit, train, and utilize volunteers in the operation of its activities and fulfillment of its purpose and mission. The Corporation may maintain insurance policies to cover those serving as volunteers.

# **VIII. Management Provisions**

## **A. Diversity, Equity, and Inclusion**

### **1. Non-Discrimination**

The Corporation will not discriminate against any individuals or groups on the basis of gender, age, ethnicity, religion, creed, notional origin, citizenship status, sexual orientation, gender expression, disability, marital status, income, political affiliation, or an other legally protected class in its policies, recommendation, programs, or actions.

### **2. Equal Opportunity**

The Corporation will strive to be an equal opportunity employer and will adopt equal opportunity employment policies that comply with State and local requirements.

### **3. Diversity, Equity, and Inclusion**

The Corporation will foster principles of diversity, equity, and inclusion in its mission-driven work. This includes fostering diversity, equity, and inclusion in the Corporation's policies and procedures; in the election of its corporate Directors; in the hiring and advancement of its staff; and in all of its programmatic activities.

## **B. Financial Year**

The accounting year of the Corporation begins on January 1 and ends on December 31.

### **C. Annual Budget and Financial Information**

The Board will consider programmatic goals and financial objectives in planning for the annual budget. The Board must review and adopt the the budget annually. During the financial year, expenditures must be within budget, unless approved as required by the financial policies and procedures. Financial reports are required to be submitted to and reviewed by the Board no less than quarterly. At minimum, the Board will regularly review the Corporation's: income statement, balance sheet, and budget to actual reports. At minimum, the Board will review annually, the annual financial report, any audit reports, and IRS 990 information return.

### **D. Accounts**

1. The Corporation will maintain appropriate checking, savings, or other accounts at a reputable bank or financial institution under the name of the Corporation.
2. Any Officer of the Corporation or the Executive Director may be authorized by Board resolution to act as signatories on all corporate accounts. Corporation will at all times have at least two signatories on every bank account or financial account.
3. All money raised in the Corporation's name must be deposited in corporate accounts as charitable assets and used for charitable purposes according to State and Federal fundraising laws and rules.

### **E. Registered Office**

The registered office of the Corporation is the place designated in the Articles of Incorporation as the registered office. The Corporation may change its registered office in accordance with State law. The corporate records are stored at the registered office or in an electronic file storage system.

### **F. Other Offices**

The Corporation may maintain offices or places of business other than the registered office and mailing address on file with its home state.

### **G. Records**

The Corporation will keep at the registered office address or in an online filing system correct and complete copies of its Articles and Bylaws; accounting records; and, the meeting minutes of its Board, Committees, and task forces for the last six years.

In the spirit of nonprofit transparency and accountability, the organization will publish copies of reviewed and approved meeting minutes and its financial reports or IRS form 990s online to its public website or other social media platform.

## H. Inspection

A voting member or Director may inspect all records described in the section above, either in person or by agent or attorney, for any proper purpose at any reasonable time. A proper purpose is one reasonably related to the person's interest as a member or Director of the Corporation.

Upon request the Corporation will give a voting member or Director who requests it a financial statement (i.e., consolidated financial statements, or income statement and balance sheets etc.) for the last annual accounting period and a balance sheet with a summary of its assets and liabilities as of the closing date of the last quarterly accounting period.

## I. Ownership of Intangible Assets

From time-to-time accounts will be established on behalf of the Corporation for third party services such as web domains, web services, software services, donor or member lists, etc. All accounts of this nature are assets of the Corporation and should be opened in the name of the Corporation whenever possible. If ownership cannot be established in the name of the Corporation, the individual must grant secondary authority whenever possible or share account information and log in credentials to the Corporation's designee to preserve right of access to these assets and accounts.

## J. Legal Instruments

All contracts, agreements, and other legal instruments executed by the Corporation must be issued in the name of the Corporation, not the individual name of a Director or Officer, employee, etc. The Board may establish internal controls or policies which control the number of Officers required to sign legal instruments.

Legal instruments must only be signed after proper consideration and approval by the full Board or those with delegated authority (for example, the Executive Director). In the event a legal instrument is not properly approved, then the individual signing the agreement may be considered personally liable.

## K. Loans

Loans and other debts are not permitted without authorization of the Board of Directors (or those with delegated authority) specifically authorizing the loan or debt. All loans and debts for the Corporation must comply with State laws governing nonprofits.

## L. Periodic Reviews

Periodic reviews are conducted to ensure the Corporation operates in a manner consistent with its charitable purposes; that it files all required paperwork; and does not engage in activities that could jeopardize its tax-exempt status. The periodic reviews will, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits and vendor payments are reasonable, based on competent survey information, and the result of arm's length bargaining;
2. Whether partnerships, joint ventures, and arrangements with management organizations conform the Corporation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes, and do not result in private inurement, impermissible private benefit or in an excess benefit transaction;
3. Whether the Corporation is properly filing annual paperwork with the IRS (including the Form 990) and certain State agencies for charitable solicitation registration; corporate entity registration; unemployment insurance; sales tax revenue reporting; income tax reporting; or social security administration, etc.;
4. Whether the Corporation is compliant with State and Federal fundraising regulations and industry best practices.

### **M. Affiliations**

The Corporation may maintain professional affiliations that benefit and strengthen the organization and its capacity to fulfill its mission.

### **N. Policies and Procedures**

In compliance with the City of Minneapolis grant funding requirements the Board will adopt the following policies and procedures (and review them on a regular basis):

- Financial and internal controls policies
- Conflict of Interest
- Personnel policies and procedures (i.e. an employee handbook or contractor handbook)
- Equal opportunity employment / affirmative action policy
- ADA policy and procedure
- Language access policy
- Audit policy
- Equitable engagement plan
- Board development and training policy
- Member grievance policy

The Board of Directors may also establish policies and procedures to follow best practices or regulations in the nonprofit sector:

- Records retention policy
- Expense reimbursement policy

- Gift acceptance policy
- Volunteer management
- Donor privacy policy
- Regarding other topics as reasonable and necessary

## **IX. Amending the Articles of Incorporation and Bylaws**

The Corporation has the power to amend the Articles of Incorporation and Bylaws. Subject to restrictions imposed by State statutes, amendments to the Articles and Bylaws must be approved by the affirmative vote of the Board at a properly called meeting.

Amendments may also be proposed by a petition of at least 25 members. Any petition for amendment must state the text of the amendment and contain the signatures of 25 eligible members. Petitions received will be voted on at a regularly scheduled Board meeting not to exceed 120 days from receipt of the petition. The Board will publish the proposed amendment online in advance of the meeting. A petition amendment may be approved by a two-thirds vote of the active Directors in a roll-call vote.

### **CERTIFICATION**

These Bylaws were approved at a properly conducted meeting of the voting membership of the Corporation by a 2/3 majority vote on the 12th day of October, 2021.

Helene Barhaugh, Secretary

Revision history:  
October 12, 2021 (Amended and Restated)

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## Cash on Hand

<b>Wells Fargo Checking</b>	
City Restricted Funds	\$ (5,865.51)
Unrestricted Funds	\$ 28,143.14
Farmers Market Funds	\$ 28,369.95
Farmers Market Essential Support & Safety Resources Grant	\$ 1,000.00
<b>Wells Fargo Checking Total</b>	<b>\$ 51,647.58</b>
Wells Fargo Savings	\$ 10,067.32
Petty Cash	\$ 98.00
Stripe Balance	\$ 186.67
PayPal Balance	\$ -
Undeposited Funds	\$ 20.00
<b>Total Cash on Hand</b>	<b>\$ 62,019.57</b>

## Other Assets

Credit Card Deposit Holding	\$ -
<b>Total Other Assets</b>	<b>\$ -</b>

**Total Assets** **\$ 62,019.57**

## Liabilities

EIRA Visa Balance	\$ 632.00
EIRA MasterCard Balance	\$ -
C-42485 Advance	\$ 7,500.00
C-35167 Advance	\$ 1,650.00
<b>Total Liabilities</b>	<b>\$ 9,782.00</b>

**Net Assets** **\$ 52,237.57**

## August 2021 Transactions Report

Date	Payee/Remitter	Detail	Expense	Deposit	Budget Line Item	Fund #	Reimbursable (Y/N)
8/3/2021	Zoom	Zoom Subscription	\$ 16.18	\$ -	117 - Zoom	1103	Y
8/3/2021	Gusto	Gusto Subscription	\$ 63.00	\$ -	636 - Payroll Processing	1103	Y
8/4/2021	Svihel Vegetable Farm	Token Reimbursement July 29	\$ 250.00	\$ -	n/a	3000	n/a
8/4/2021	Women's Drum Center	FM Ilve Music August 4	\$ 200.00	\$ -	634 - Musicians Stipend	3000	N
8/4/2021	n/a	Non-itemized Reimbursements August 4	\$ 90.00	\$ -	n/a	3000	n/a
8/4/2021	n/a	Non-itemized FM merchandise sales	\$ -	\$ 20.00	n/a	3000	n/a
8/5/2021	Franny Dicus Breen	Market Hand Wages July 29	\$ 81.25	\$ -	622 - Market Helpers	3000	N
8/5/2021	Britt Sutton	Market Hand Wages July 29	\$ 98.00	\$ -	622 - Market Helpers	3000	N
8/5/2021	Gusto	Payroll Taxes July 23, 2021 - July 29, 2021	\$ 16.83	\$ -	637 - Payroll Taxes	1101	Y
8/9/2021	Birken Law PLLC	IRS response letter requesting abatement of penalty fees	\$ 500.00	\$ -	104 - Legal Fees	1102	Y
8/9/2021	Jenny Breen	FM Manager invoice #4, market management hours	\$ 616.00	\$ -	620 - Market Manager (Market Management)	3000	N
8/11/2021	Jenny Breen	FM Manager invoice #4, sustainability hours	\$ 1,064.00	\$ -	621 -Market Manager (Sustainability)	1300	Y
8/11/2021	INspiring SIGHT	Strategic planning consultant 3rd payment	\$ 1,500.00	\$ -	144 - Strategic Plan Consultant	1102	Y
8/11/2021	Nick Jordan	FM live music August 12	\$ 150.00	\$ -	634 - Musicians Stipend	3000	N
8/11/2021	Biffs, Inc.	FM porta-potty rental	\$ 114.47	\$ -	635 - Portable Restroom Rental	3000	N
8/11/2021	Minuteman Press	Annual mailing	\$ 1,738.28	\$ -	131 - Annual Mailing	1110	Y
8/11/2021	Minuteman Press	Annual mailing	\$ 744.51	\$ -	131 - Annual Mailing	1110	Y
8/11/2021	Gusto	Gusto Subscription	\$ 4.87	\$ -	636 - Payroll Processing	1103	Y
8/11/2021	ParraLily	FM vendor fee - food truck	\$ -	\$ 60.00	n/a	3000	n/a
8/12/2021	n/a	Non-itemized token reimbursements August 12	\$ 250.00	\$ -	n/a	3000	n/a
8/12/2021	n/a	Non-itemized FM merchandise sales	\$ -	\$ 30.00	n/a	3000	n/a
8/12/2021	The Cincinnati Insurance Company	Directors and Officer Insurance annual premium	\$ 750.00	\$ -	128 - Directors & Officers Liability Insurance	1105	Y
8/12/2021	Vermont Condo Association	Home Security Grant	\$ 1,000.00	\$ -	n/a	1000	Y
8/12/2021	Adobe	InDesign subscription	\$ 22.67	\$ -	118 - Adobe Creative Cloud	1103	Y
8/12/2021	Britt Sutton	Market Hand wages August 4	\$ 98.00	\$ -	622 - Market Helpers	3000	N
8/12/2021	Gusto	Payroll taxes July 30, 2021 - August 5, 2021	\$ 9.21	\$ -	637 - Payroll Taxes	1101	Y
8/12/2021	City of Minneapolis	C-42485 reimbursement 4/1/2021 - 7/31/2021	\$ -	\$ 19,007.63	n/a	1000	n/a
8/12/2021	City of Minneapolis	C-35167 reimbursement 4/1/2021 - 7/31/2021	\$ -	\$ 812.00	n/a	1000	n/a
8/15/2021	Jenna Egan	Coordinator July 2021	\$ 910.00	\$ -	102 - EIRA Coordinator	1101	Y
8/15/2021	AT&T	Tablet data plan	\$ 19.99	\$ -	633 - Tablet Data Plan	1103	Y
8/17/2021	Amazon.com	Check window envelopes	\$ 32.40	\$ -	137 - Office Supplies	1107	Y
8/18/2021	Open Eye Theatre	Ice Cream Social puppet performance	\$ 500.00	\$ -	409 - TBD Activity	2000	N
8/18/2021	SG Photography & Multimedia	Ice Cream Social photography	\$ 163.13	\$ -	405 - Petting Zoo	2000	N
8/18/2021	James Mouritsen	Ice Cream Social music	\$ 150.00	\$ -	405 - Petting Zoo	2000	N
8/18/2021	Madeleine Asher	Ice Cream Social face painter	\$ 160.00	\$ -	403 - Face Painting	2000	N
8/18/2021	La La Homemade Ice Cream	Ice Cream Social ice cream cups	\$ 375.00	\$ -	401 - Food/Refreshments	2000	N
8/18/2021	Twin Cities Inflatables	Ice Cream Social bouncy house	\$ 127.50	\$ -	404 - Bouncy House	2000	N
8/19/2021	Lee Kanten	FM live music August 19	\$ 200.00	\$ -	634 - Musicians Stipend	3000	N

September 2021 Finance Report

Exhibit B

8/19/2021	Svihel Vegetable Farm	Token reimbursement August 12	\$ 250.00	\$ -	n/a	3000	n/a
8/19/2021	Ace Hardware	Sandbags for sponsorship banners	\$ 13.96	\$ -	607 - Equipment/Supplies	3000	N
8/19/2021	FedEx Office	Recipe printing for FM cooking demo	\$ 66.12	\$ -	611 - Printing Costs	3000	N
8/19/2021	Biffs, Inc.	Ice Cream Social porta-potty rental	\$ 172.84	\$ -	413 - Portable Restroom Rental	2000	N
8/19/2021	Franny Dicus Breen	Market Hand wages August 12	\$ 62.50	\$ -	622 - Market Helpers	3000	N
8/19/2021	Britt Sutton	Market Hand wages August 12	\$ 98.00	\$ -	622 - Market Helpers	3000	N
8/19/2021	Gusto	Payroll taxes August 6, 2021 - August 12, 2021	\$ 15.08	\$ -	637 - Payroll Taxes	1101	Y
8/19/2021	n/a	Non-itemized token reimbursements August 19	\$ 150.00	\$ -	n/a	3000	n/a
8/19/2021	n/a	Non-itemized token reimbursements August 19 - SNAP	\$ 12.00	\$ -	n/a	3000	n/a
8/19/2021	n/a	Food for FM cooking demo	\$ 20.00	\$ -	628 - Vendor Appreciation	3000	N
8/19/2021	USDA	SNAP token reimbursement	\$ -	\$ 30.00	n/a	3000	n/a
8/19/2021	Kevin Costello	FM vendor fee - single product per market (x1)	\$ -	\$ 35.00	n/a	3000	n/a
8/24/2021	Intuit	QuickBooks Online subscription	\$ 80.00	\$ -	116 - QuickBooks Online	1103	Y
8/30/2021	Sarah Anderson	Market Hand wages August 19	\$ 84.50	\$ -	622 - Market Helpers	3000	N
8/30/2021	Grayson Richard	Market Hand wages August 19	\$ 84.50	\$ -	622 - Market Helpers	3000	N
8/30/2021	Britt Sutton	Ice Cream Social help	\$ 80.50	\$ -	410 - Help	2000	N
8/30/2021	Gusto	Payroll taxes August 13, 2021 - August 19, 2021	\$ 23.42	\$ -	637 - Payroll Taxes	1101	Y
8/30/2021	Intuit	QuickBooks Online subscription	\$ 180.00	\$ -	103 - Accounting	1102	Y
8/30/2021	SurveyMonkey	SurveyMonkey annual subscription	\$ 372.00	\$ -	non-budgeted	1103	Y
8/31/2021	INspiring SIGHT	Strategic planning consultant 4th payment	\$ 2,500.00	\$ -	144 - Strategic Plan Consultant	1102	Y
8/31/2021	Wells Fargo	Savings account interest	\$ -	\$ 0.09	n/a	2000	n/a
	n/a	Non-itemized Super Sale registration fees	\$ -	\$ 540.00	n/a	2000	n/a
	n/a	Non-itemized donations	\$ -	\$ 1,266.00	n/a	2000	n/a
	Stripe	Non-itemized payment processing fees (FM)	\$ 2.04	\$ -	624 - Payment Processing Fees	3000	N
	Stripe	Non-itemized payment processing fees	\$ 7.06	\$ -	n/a	2000	n/a
	QuickBooks Payments	Non-itemized payment processing fees (FM)	\$ 31.40	\$ -	624 - Payment Processing Fees	3000	N
	QuickBooks Payments	Non-itemized payment processing fees	\$ 2.20	\$ -	n/a	2000	n/a
Total			\$ 16,323.41	\$ 21,800.72			

## Funds Remaining by Contract as of August 31, 2021

Contract	Total Funds Contracted	Total Funds Spent through 8/31/2021	Funds Remaining
<b>C-28340 - NRP Phase II Implementation</b>			
Staff and Administrative Costs	\$ 25,000.00	\$ 18,250.30	\$ 6,749.70
Chess Tables on the Mall	\$ 8,000.00	\$ -	\$ 8,000.00
Plantings on the Mall	\$ 5,000.00	\$ -	\$ 5,000.00
Osman Cleaners	\$ 5,000.00	\$ 5,000.00	\$ -
Warming House Refresh	\$ 28,500.00	\$ 24,576.00	\$ 3,924.00
Good Chair Project	\$ 10,000.00	\$ 10,000.00	\$ -
Invasive Tree Removal	\$ 22,282.10	\$ 22,282.10	\$ -
Bridge for Youth Lighting	\$ 15,000.00	\$ 15,000.00	\$ -
Seven Pools Fountain	\$ 500.00	\$ 500.00	\$ -
MPD Security Cameras	\$ 40,000.00	\$ 40,000.00	\$ -
Greenway Garden	\$ 2,736.50	\$ 1,908.05	\$ 828.45
Total	\$ 162,018.60	\$ 137,516.45	\$ 24,502.15
C-35039 - NRP Home Security Grants	\$ 15,000.00	\$ 11,617.75	\$ 3,382.25
C-35167 - NRP Sustainable Practices	\$ 34,600.00	\$ 18,035.94	\$ 16,564.06
<b>C-42485 - Community Participation Program</b>			
Staff Expenses	\$ 47,690.00	\$ 36,179.37	\$ 11,510.63
Employee Benefits	\$ -	\$ -	\$ -
Professional Services	\$ 30,475.00	\$ 24,031.71	\$ 6,443.29
Occupancy	\$ 16,071.00	\$ 13,534.06	\$ 2,536.94
General Liability Insurance	\$ 1,749.00	\$ 1,386.00	\$ 363.00
Directors and Officers Insurance	\$ 2,250.00	\$ 2,250.00	\$ -
Communications/Outreach	\$ 34,876.00	\$ 29,439.26	\$ 5,436.74
Translation, interpretation, and ADA Support	\$ -	\$ -	\$ -
Supplies and Materials	\$ 4,175.00	\$ 3,498.65	\$ 676.35
Meetings/Community Building Events	\$ 5,350.00	\$ 3,786.35	\$ 1,563.65
Development	\$ 1,950.00	\$ 975.00	\$ 975.00
Fundraising	\$ 5,000.00	\$ 3,868.77	\$ 1,131.23
Other Services	\$ -	\$ -	\$ -
Total	\$ 149,586.00	\$ 118,949.17	\$ 30,636.83

**Mail To:**

Minnesota Attorney General's Office  
Charities Division  
445 Minnesota Street, Suite 1200  
St. Paul, MN 55101-2130

**Website Address:**

[www.ag.state.mn.us/charity](http://www.ag.state.mn.us/charity)

**STATE OF MINNESOTA**  
**CHARITABLE ORGANIZATION**  
**ANNUAL REPORT FORM**  
**INSTRUCTIONS**

(Pursuant to Minn. Stat. ch. 309)



**WHO SHOULD FILE**

- A charitable organization registered to solicit contributions in Minnesota must file an annual report with the Attorney General's Office.
- A charitable organization is a person who engages in or purports to engage in solicitation for a charitable purpose. *See* Minn. Stat. 309.50, subd. 5. "Solicit" and "solicitation" have the meanings set forth in Minn. Stat. § 309.50, subd. 10 and include oral or written requests.
- Please refer to the definitions set forth in Minn. Stat. § 309.50 when completing registration and report forms.

**WHEN TO FILE**

- An organization's annual report must be postmarked by the 15<sup>th</sup> day of the seventh month after its fiscal year-end. If the due date falls on a Saturday, Sunday, or federal holiday, the report must be postmarked by the next business day.
- An organization may request a four-month extension. Extension requests must be submitted on or before the due date. **If an organization fails to file its annual report or request an extension by the due date, a \$50 late fee is assessed.** Visit [www.ag.state.mn.us/Charity/ExtensionRequest.aspx](http://www.ag.state.mn.us/Charity/ExtensionRequest.aspx) to request an extension.

<b>Fiscal Year-End</b>	<b>Due Date</b>	<b>Extended Due Date</b>
January 31	August 15	December 15
February 28	September 15	January 15
March 31	October 15	February 15
April 30	November 15	March 15
May 31	December 15	April 15
June 30	January 15	May 15
July 31	February 15	June 15
August 31	March 15	July 15
September 30	April 15	August 15
October 31	May 15	September 15
November 30	June 15	October 15
December 31	July 15	November 15



## CHARITABLE ORGANIZATION ANNUAL REPORT FORM INSTRUCTIONS (Continued)

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### WHAT TO FILE

If submitting these forms via mail, please **do not** use staples.

- Charitable Organization Annual Report Form.
- IRS Form 990, 990-EZ, 990-PF, or 990-N plus all schedules and attachments.
- IRS Form 990-T (if the organization files one).
- A full list of the organization's board of directors, including names, addresses, and total compensation paid to each.
- An audit prepared in accordance with generally accepted accounting principles by an independent CPA or LPA if the organization has total revenue of more than \$750,000. 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.
- \$25 registration fee.
- \$50 late fee, if the organization failed to request an extension or submit its complete report by the due date.

### HOW TO FILE

**This form may be submitted via email and the fee may be paid electronically.**

- The form and all attachments should be emailed to *charity.registration@ag.state.mn.us*. The email and attachments can be **no larger than 25 MB**. The subject line of the email must contain the organization's name. If the materials you are submitting are more than 25 MB, submit the attachments in separate emails properly labeled in the subject line (e.g., email 1 of 3).
- Documents must be in PDF format and named in an identifying manner (e.g., Charity Annual Report).
- You will receive an automatically generated confirmation email. Receipt of the email confirms only that this Office received your submission and is not an attestation regarding the validity or completeness of the submitted materials.
- You may pay the \$25 registration fee and/or \$50 late fee via credit card at [www.ag.state.mn.us/Charity/CharFees.aspx](http://www.ag.state.mn.us/Charity/CharFees.aspx), or you may submit a check via U.S. mail. If paying by check, make the check payable to "State of Minnesota."



## CHARITABLE ORGANIZATION ANNUAL REPORT FORM INSTRUCTIONS (Continued)

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### PLEASE NOTE

- Some organizations may be exempt from registration and reporting. See Minn. Stat. § 309.515 for more information.
- An organization may submit the Unified Registration Statement, but it must also file the Minnesota Supplement.
- Include all required attachments. Registration statements and reports that fail to include all required attachments will be considered deficient and will not be effective until all required materials are received by the Minnesota Attorney General's Office. You will be informed of your registration status by letter from the Minnesota Attorney General's Office.
- Failure to maintain registration while soliciting may result in the imposition of civil penalties up to \$25,000 for each violation of Minn. Stat. ch. 309.
- **NOTICE: All information and documentation provided as part of registration and reporting shall be public records.**

**Mail To:**

Minnesota Attorney General's Office  
Charities Division  
445 Minnesota Street, Suite 1200  
St. Paul, MN 55101-2130

**Website Address:**

[www.ag.state.mn.us/charity](http://www.ag.state.mn.us/charity)

**STATE OF MINNESOTA  
CHARITABLE ORGANIZATION  
ANNUAL REPORT FORM**

(Pursuant to Minn. Stat. ch. 309)



**SECTION A: Organization Information**

Legal Name of Organization The East Isles Residents' Association, Inc.

Federal EIN: 41-1792897

Fiscal Year-End: 12/31/2020

mm/dd/yyyy

Did the organization's fiscal year-end change?  Yes  No

<p><b>Mailing Address:</b></p> <p><u>Jenna Egan</u> Contact Person</p> <p><u>2801 Hennepin Ave S PMB 294</u> Street Address</p> <p><u>Minneapolis, MN 55408</u> City, State, and Zip Code</p> <p><u>(612) 293-0894</u> Phone Number</p> <p><u>info@eastisles.org</u> Email Address</p>	<p><b>Physical Address:</b></p> <p><u>Same as mailing address</u></p> <p>_____ Contact Person</p> <p>_____ Street Address</p> <p>_____ City, State, and Zip Code</p> <p>_____ Phone Number</p> <p>_____ Email Address</p>
--	---

- Organization's website: eastisles.org
- List all of the organization's alternate and former names (attach list if more space is needed).  
East Isles Farmers Market  Alternate  Former  
East Isles Home Owners Association  Alternate  Former
- List all names under which the organization solicits contributions (attach list if more space is needed).  
East Isles Residents Association
- Is the organization incorporated pursuant to Minn. Stat. ch. 317A?  Yes  No
- Total amount of contributions the organization received from Minnesota donors: \$ 1074.05
- Has the organization's tax-exempt status with the IRS changed?  
 Yes  No If yes, attach explanation.
- Has the organization significantly changed its purpose(s) or program(s)?  
 Yes  No If yes, attach explanation.





CHARITABLE ORGANIZATION ANNUAL REPORT FORM (Continued)

8. Has the organization been denied the right to solicit contributions by any court or government agency? [ ] Yes [x] 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 [x] 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 [x] 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 [x] No

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

Table with 3 columns: Name and title, Compensation\*, Other compensation. Contains 5 empty rows for data entry.

\*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	\$ 1,074.05	1
2. Government Grants	\$ 64,962.38	2
3. Program Service Revenue	\$ 16,701.48	3
4. Other Revenue	\$ 3,913.77	4
<b>5. TOTAL INCOME</b>	<b>\$ 86,651.68</b>	<b>5</b>

**EXPENSES**

6. Program Expenses	\$ 68,335.44	6
7. Management & General Expenses	\$ 18,425.08	7
8. Fund-raising Expenses	\$ 1,426.69	8
<b>9. TOTAL EXPENSES</b>	<b>\$ 88,187.21</b>	<b>9</b>
<b>10. EXCESS or DEFICIT</b>	<b>\$ -1,535.53</b>	<b>10</b>

(Line 5 minus Line 9)

**ASSETS**

11. Cash	\$ 51,587.05	11
12. Land, Buildings & Equipment	\$ 0.00	12
13. Other Assets	\$ 500.00	13
<b>14. TOTAL ASSETS</b>	<b>\$ 52,087.05</b>	<b>14</b>

**LIABILITIES**

15. Accounts Payable	\$ 0.00	15
16. Grants Payable	\$ 0.00	16
17. Other Liabilities	\$ 9,486.47	17
<b>18. TOTAL LIABILITIES</b>	<b>\$ 9,486.47</b>	<b>18</b>

**FUND BALANCE/NET WORTH**

\$ 42,600.58

(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
<b>1.</b> Grants and other assistance to governments and organizations in the U.S.	\$ 44,658.05	\$ 44,658.05		
<b>2.</b> Grants and other assistance to individuals in the U.S.	\$ 199.93	\$ 199.93		
<b>3.</b> Grants and other assistance to governments, organizations, and individuals outside the U.S.				
<b>4.</b> Benefits paid to or for members				
<b>5.</b> Compensation of current officers, directors, trustees, and key employees				
<b>6.</b> Compensation not included above, to disqualified persons (as defined under section 4958(f)(1) and persons described in section 4958(c)(3)(B)				
<b>7.</b> Other salaries and wages				
<b>8.</b> Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
<b>9.</b> Other employee benefits				
<b>10.</b> Payroll taxes				
<b>11.</b> Fees for services (non-employees):	\$ 21,376.50	\$ 11,014.00	\$ 10,362.50	
<b>a.</b> Management	\$ 16,676.50	\$ 10,629.00	\$ 6,047.50	
<b>b.</b> Legal	\$ 2,955.00		\$ 2,955.00	
<b>c.</b> Accounting	\$ 1,360.00		\$ 1,360.00	
<b>d.</b> Lobbying				
<b>e.</b> Professional fundraising services				
<b>f.</b> Investment management fees				
<b>g.</b> Other	\$ 385.00	\$ 385.00		
<b>12.</b> Advertising and promotion	\$ 6,107.07	\$ 3,750.11	\$ 1,000.00	\$ 1,350.96
<b>13.</b> Office expenses	\$ 4,215.50	\$ 444.00	\$ 3,737.50	\$ 34.00
<b>14.</b> Information technology				
<b>15.</b> Royalties				
<b>16.</b> Occupancy	\$ 984.00		\$ 984.00	
<b>17.</b> Travel				
<b>18.</b> Payments of travel or entertainment expenses for any federal, state, or local public officials				
<b>19.</b> Conferences, conventions, and meetings				
<b>20.</b> Interest	\$ 15.30		\$ 15.30	
<b>21.</b> Payments to affiliates				
<b>22.</b> Depreciation, depletion, and amortization				
<b>23.</b> Insurance	\$ 1,278.00	\$ 190.00	\$ 1,088.00	
<b>24.</b> Other expenses. Itemize expenses not covered above. Expenses labeled miscellaneous may not exceed 5% of total expenses (Line 25).				
<b>a.</b> Permits, licenses, membership dues	\$ 2,431.97	\$ 2,256.35	\$ 175.62	
<b>b.</b> Event supplies and other event expenses	\$ 5,404.25	\$ 5,404.25		
<b>c.</b> Bank fees, payment processing fees, filing fees	\$ 1,270.21	\$ 418.75	\$ 809.73	\$ 41.73
<b>d.</b> Miscellaneous	\$ 252.43		\$ 252.43	
<b>25. Total functional expenses.</b> Add lines 1 through 24d.	\$ 88,187.21	\$ 68,335.44	\$ 18,425.08	\$ 1,426.69
<b>26. 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				



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 President (Title) and Treasurer (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 14 day of September, 2021, 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.

Emma Erdahl
Name (Print)

Andrew Degerstrom
Name (Print)

Signature

Signature

President
Title

Treasurer
Title

Date

Date

**Short Form**

**Return of Organization Exempt From Income Tax**

**2020**

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

**Open to Public Inspection**

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

**A For the 2020 calendar year, or tax year beginning** \_\_\_\_\_, **2020, and ending** \_\_\_\_\_, **20**

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization _____		<b>D</b> Employer identification number _____
	Number and street (or P.O. box if mail is not delivered to street address) _____	Room/suite _____	<b>E</b> Telephone number _____
	City or town, state or province, country, and ZIP or foreign postal code _____		<b>F</b> Group Exemption Number ▶ _____

**G** Accounting Method:  Cash  Accrual Other (specify) ▶ \_\_\_\_\_ **H** Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

**I Website:** ▶ \_\_\_\_\_  
**J Tax-exempt status** (check only one) –  501(c)(3)  501(c) ( ) ◀ (insert no.)  4947(a)(1) or  527

**K** Form of organization:  Corporation  Trust  Association  Other \_\_\_\_\_

**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . ▶ \$ \_\_\_\_\_

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)  
Check if the organization used Schedule O to respond to any question in this Part I . . . . .

<b>Revenue</b>	<b>1</b> Contributions, gifts, grants, and similar amounts received . . . . .	<b>1</b>
	<b>2</b> Program service revenue including government fees and contracts . . . . .	<b>2</b>
	<b>3</b> Membership dues and assessments . . . . .	<b>3</b>
	<b>4</b> Investment income . . . . .	<b>4</b>
	<b>5a</b> Gross amount from sale of assets other than inventory . . . . .	<b>5a</b>
	<b>b</b> Less: cost or other basis and sales expenses . . . . .	<b>5b</b>
	<b>c</b> Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . .	<b>5c</b>
	<b>6</b> Gaming and fundraising events:	
	<b>a</b> Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .	<b>6a</b>
<b>b</b> Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . .	<b>6b</b>	
<b>c</b> Less: direct expenses from gaming and fundraising events . . . . .	<b>6c</b>	
<b>d</b> Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . .	<b>6d</b>	
<b>7a</b> Gross sales of inventory, less returns and allowances . . . . .	<b>7a</b>	
<b>b</b> Less: cost of goods sold . . . . .	<b>7b</b>	
<b>c</b> Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . .	<b>7c</b>	
<b>8</b> Other revenue (describe in Schedule O) . . . . .	<b>8</b>	
<b>9 Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶	<b>9</b>	
<b>Expenses</b>	<b>10</b> Grants and similar amounts paid (list in Schedule O) . . . . .	<b>10</b>
	<b>11</b> Benefits paid to or for members . . . . .	<b>11</b>
	<b>12</b> Salaries, other compensation, and employee benefits . . . . .	<b>12</b>
	<b>13</b> Professional fees and other payments to independent contractors . . . . .	<b>13</b>
	<b>14</b> Occupancy, rent, utilities, and maintenance . . . . .	<b>14</b>
	<b>15</b> Printing, publications, postage, and shipping . . . . .	<b>15</b>
	<b>16</b> Other expenses (describe in Schedule O) . . . . .	<b>16</b>
<b>17 Total expenses.</b> Add lines 10 through 16 . . . . . ▶	<b>17</b>	
<b>Net Assets</b>	<b>18</b> Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .	<b>18</b>
	<b>19</b> Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .	<b>19</b>
	<b>20</b> Other changes in net assets or fund balances (explain in Schedule O) . . . . .	<b>20</b>
	<b>21</b> Net assets or fund balances at end of year. Combine lines 18 through 20 . . . . . ▶	<b>21</b>

**Part II** **Balance Sheets** (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

		(A) Beginning of year	(B) End of year
<b>22</b>	Cash, savings, and investments . . . . .		<b>22</b>
<b>23</b>	Land and buildings . . . . .		<b>23</b>
<b>24</b>	Other assets (describe in Schedule O) . . . . .		<b>24</b>
<b>25</b>	<b>Total assets</b> . . . . .		<b>25</b>
<b>26</b>	<b>Total liabilities</b> (describe in Schedule O) . . . . .		<b>26</b>
<b>27</b>	<b>Net assets or fund balances</b> (line 27 of column (B) <b>must</b> agree with line 21) . . . . .		<b>27</b>

**Part III** **Statement of Program Service Accomplishments** (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? \_\_\_\_\_

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

<b>28</b>	_____		
	(Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>28a</b>	
<b>29</b>	_____		
	(Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>29a</b>	
<b>30</b>	_____		
	(Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>30a</b>	
<b>31</b>	Other program services (describe in Schedule O) . . . . .		
	(Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>31a</b>	
<b>32</b>	<b>Total program service expenses</b> (add lines 28a through 31a) . . . . .		<b>32</b>

**Part IV** **List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

		Yes	No
33	Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O	33	
34	Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions	34	
35a	Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?	35a	
b	If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O	35b	
c	Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III	35c	
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N	36	
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions	37a	
b	Did the organization file Form 1120-POL for this year?	37b	
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a	
b	If "Yes," complete Schedule L, Part II, and enter the total amount involved	38b	
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9	39a	
b	Gross receipts, included on line 9, for public use of club facilities	39b	
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955		
b	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b	
c	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	
41	List the states with which a copy of this return is filed		
42a	The organization's books are in care of _____ Telephone no. _____ Located at _____ ZIP + 4 _____		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country _____ See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).	42b	
c	At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country _____	42c	
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here and enter the amount of tax-exempt interest received or accrued during the tax year	43	<input type="checkbox"/>
44a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	
b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	
c	Did the organization receive any payments for indoor tanning services during the year?	44c	
d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
45a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	
b	Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions	45b	

	<b>Yes</b>	<b>No</b>
<b>46</b> Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .	<b>46</b>	

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . .

	<b>Yes</b>	<b>No</b>
<b>47</b> Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .	<b>47</b>	
<b>48</b> Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .	<b>48</b>	
<b>49a</b> Did the organization make any transfers to an exempt non-charitable related organization? . . . . .	<b>49a</b>	
<b>b</b> If "Yes," was the related organization a section 527 organization? . . . . .	<b>49b</b>	

**50** Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

**f** Total number of other employees paid over \$100,000 . . . . . ▶ \_\_\_\_\_

**51** Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

**d** Total number of other independent contractors each receiving over \$100,000 . . . . . ▶ \_\_\_\_\_

**52** Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A . . . . . ▶  **Yes**  **No**

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.

<b>Sign Here</b>	▶ Signature of officer	Date
	▶ Type or print name and title	

<b>Paid Preparer Use Only</b>	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name ▶	Firm's EIN ▶			
	Firm's address ▶	Phone no. ▶			

May the IRS discuss this return with the preparer shown above? See instructions . . . . . ▶  **Yes**  **No**



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

**Public Charity Status and Public Support**

OMB No. 1545-0047

**2020**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

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.

Name of the organization

Employer identification number

**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<sup>1</sup>/<sub>3</sub>% 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<sup>1</sup>/<sub>3</sub>% 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
  - 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>						

**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) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .						
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						
<b>3</b> The value of services or facilities furnished by a governmental unit to the . . . . .						
<b>4 Total.</b> Add lines 1 through 3 . . . . .						
<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						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>7</b> Amounts from line 4 . . . . .						
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .						
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						
<b>11 Total support.</b> Add lines 7 through 10						
<b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .					<b>12</b>	
<b>13 First 5 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 2020 (line 6, column (f), divided by line 11, column (f)) . . . . .	<b>14</b>	%
<b>15</b> Public support percentage from 2019 Schedule A, Part II, line 14 . . . . .	<b>15</b>	%
<b>16a 33 1/3% support test—2020.</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 type="checkbox"/>
<b>b 33 1/3% support test—2019.</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—2020.</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—2019.</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) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
<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 . . . .						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . .						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . .						
<b>6 Total.</b> Add lines 1 through 5 . . . .						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . . . .						
<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 . . . .						
<b>c</b> Add lines 7a and 7b . . . .						
<b>8 Public support.</b> (Subtract line 7c from line 6.) . . . .						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>9</b> Amounts from line 6 . . . .						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . .						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . .						
<b>c</b> Add lines 10a and 10b . . . .						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on . . . .						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . .						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . .						

**14 First 5 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 2020 (line 8, column (f), divided by line 13, column (f)) . . . .	<b>15</b>	%
<b>16</b> Public support percentage from 2019 Schedule A, Part III, line 15 . . . .	<b>16</b>	%

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

<b>17</b> Investment income percentage for <b>2020</b> (line 10c, column (f), divided by line 13, column (f)) . . . .	<b>17</b>	%
<b>18</b> Investment income percentage from <b>2019</b> Schedule A, Part III, line 17 . . . .	<b>18</b>	%

**19a 33 1/3% support tests—2020.** 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—2019.** 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 box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, 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 lines 3b and 3c below.</i>		
b	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>		
c	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 box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b	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>		
c	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 lines 5b and 5c 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>		
b	<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?		
c	<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>		
b	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>		
c	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 line 10b below.</i>		
b	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 lines 11b and 11c below, the governing body of a supported organization?		
<b>11a</b>		
<b>b</b> A family member of a person described in line 11a above?		
<b>11b</b>		
<b>c</b> A 35% controlled entity of a person described in line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in <b>Part VI</b> .		
<b>11c</b>		

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

**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)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
<b>1</b>		

**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>1</b>		
<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? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>2</b>		
<b>3</b> By reason of the relationship described in line 2, above, 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? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.		
<b>3</b>		

**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 <b>line 2</b> below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a governmental entity (see instructions).		
<b>2</b> Activities Test. <b>Answer lines 2a and 2b below.</b>		
<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? If "Yes," then in <b>Part VI identify those supported organizations and explain</b> 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.		
<b>2a</b>		
<b>b</b> Did the activities described in line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>2b</b>		
<b>3</b> Parent of Supported Organizations. <b>Answer lines 3a and 3b below.</b>		
<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? If "Yes" or "No," provide details in <b>Part VI</b> .		
<b>3a</b>		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.		
<b>3b</b>		

**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.

<b>Section A—Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b>	Net short-term capital gain	<b>1</b>	
<b>2</b>	Recoveries of prior-year distributions	<b>2</b>	
<b>3</b>	Other gross income (see instructions)	<b>3</b>	
<b>4</b>	Add lines 1 through 3.		
<b>5</b>	Depreciation and depletion	<b>5</b>	
<b>6</b>	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)	<b>6</b>	
<b>7</b>	Other expenses (see instructions)		
<b>8</b>	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	<b>8</b>	
<b>Section B—Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b>	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
<b>a</b>	Average monthly value of securities	<b>1a</b>	
<b>b</b>	Average monthly cash balances	<b>1b</b>	
<b>c</b>	Fair market value of other non-exempt-use assets	<b>1c</b>	
<b>d</b>	<b>Total</b> (add lines 1a, 1b, and 1c)	<b>1d</b>	
<b>e</b>	<b>Discount</b> claimed for blockage or other factors ( <i>explain in detail in Part VI</i> ):	<b>1e</b>	
<b>2</b>	Acquisition indebtedness applicable to non-exempt-use assets	<b>2</b>	
<b>3</b>	Subtract line 2 from line 1d.	<b>3</b>	
<b>4</b>	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	<b>4</b>	
<b>5</b>	Net value of non-exempt-use assets (subtract line 4 from line 3)	<b>5</b>	
<b>6</b>	Multiply line 5 by 0.035.	<b>6</b>	
<b>7</b>	Recoveries of prior-year distributions	<b>7</b>	
<b>8</b>	<b>Minimum Asset Amount</b> (add line 7 to line 6)	<b>8</b>	
<b>Section C—Distributable Amount</b>			Current Year
<b>1</b>	Adjusted net income for prior year (from Section A, line 8, column A)	<b>1</b>	
<b>2</b>	Enter 0.85 of line 1.	<b>2</b>	
<b>3</b>	Minimum asset amount for prior year (from Section B, line 8, column A)	<b>3</b>	
<b>4</b>	Enter greater of line 2 or line 3.	<b>4</b>	
<b>5</b>	Income tax imposed in prior year	<b>5</b>	
<b>6</b>	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	<b>6</b>	
<b>7</b>	<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)

<b>Section D—Distributions</b>		<b>Current Year</b>
<b>1</b>	Amounts paid to supported organizations to accomplish exempt purposes	<b>1</b>
<b>2</b>	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	<b>2</b>
<b>3</b>	Administrative expenses paid to accomplish exempt purposes of supported organizations	<b>3</b>
<b>4</b>	Amounts paid to acquire exempt-use assets	<b>4</b>
<b>5</b>	Qualified set-aside amounts (prior IRS approval required—provide details in <b>Part VI</b> )	
<b>6</b>	Other distributions (describe in <b>Part VI</b> ). See instructions.	<b>6</b>
<b>7</b>	<b>Total annual distributions.</b> Add lines 1 through 6.	<b>7</b>
<b>8</b>	Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions.	<b>8</b>
<b>9</b>	Distributable amount for 2020 from Section C, line 6	
<b>10</b>	Line 8 amount divided by line 9 amount	<b>10</b>

<b>Section E—Distribution Allocations</b> (see instructions)	<b>(i) Excess Distributions</b>	<b>(ii) Underdistributions Pre-2020</b>	<b>(iii) Distributable Amount for 2020</b>
<b>1</b> Distributable amount for 2020 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2020 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.			
<b>3</b> Excess distributions carryover, if any, to 2020			
<b>a</b> From 2015 . . . . .			
<b>b</b> From 2016 . . . . .			
<b>c</b> From 2017 . . . . .			
<b>d</b> From 2018 . . . . .			
<b>e</b> From 2019 . . . . .			
<b>f</b> <b>Total</b> of lines 3a through 3e			
<b>g</b> Applied to underdistributions of prior years			
<b>h</b> Applied to 2020 distributable amount			
<b>i</b> Carryover from 2015 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
<b>4</b> Distributions for 2020 from Section D, line 7: \$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2020 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from line 4.			
<b>5</b> Remaining underdistributions for years prior to 2020, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions.			
<b>6</b> Remaining underdistributions for 2020. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.			
<b>7</b> <b>Excess distributions carryover to 2021.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b> Excess from 2016 . . . . .			
<b>b</b> Excess from 2017 . . . . .			
<b>c</b> Excess from 2018 . . . . .			
<b>d</b> Excess from 2019 . . . . .			
<b>e</b> Excess from 2020 . . . . .			

**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.)

Area with horizontal dashed lines for supplemental information.

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

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

▶ **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.**

OMB No. 1545-0047

**2020**

Name of the organization

Employer identification number

**Organization type** (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

501(c)( ) (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<sup>1</sup>/<sub>3</sub>% 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 (entering "N/A" in column (b) instead of the contributor name and address), 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

Employer identification number

**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
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input checked="" type="checkbox"/> Noncash <input checked="" type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

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

Department of the Treasury  
Internal Revenue Service

Name of the organization

**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

**2020**

**Open to Public  
Inspection**

Employer identification number

**DRAFT - NOT FOR FILING**

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Social Committee

Line Item #	Category	Budgeted	Expenses YTD	Balance	Fund #
<b>Ice Cream Social</b>					
401	Food/Refreshments	\$ 250.00	\$ 375.00	\$ (125.00)	2000 - Unrestricted
402	Supplies/Materials	\$ 200.00	\$ 143.28	\$ 56.72	2000 - Unrestricted
403	Face Painting	\$ 200.00	\$ 160.00	\$ 40.00	2000 - Unrestricted
404	Bouncy House	\$ 600.00	\$ 255.00	\$ 345.00	2000 - Unrestricted
405	Petting Zoo	\$ 650.00	\$ 313.13	\$ 336.87	2000 - Unrestricted
406	Tiny House	\$ 300.00	\$ -	\$ 300.00	1300 - NRP Sustainable Practices
407	Advertising	\$ 200.00	\$ -	\$ 200.00	2000 - Unrestricted
408	Permits	\$ 350.00	\$ 130.00	\$ 220.00	2000 - Unrestricted
409	TBD Activity	\$ 500.00	\$ 500.00	\$ -	2000 - Unrestricted
410	Help	\$ 150.00	\$ 80.50	\$ 69.50	2000 - Unrestricted
411	Trash	\$ 50.00	\$ -	\$ 50.00	2000 - Unrestricted
412	Recycling/Organics	\$ 100.00	\$ -	\$ 100.00	1300 - NRP Sustainable Practices
413	Portable Restroom Rental	\$ 175.00	\$ 172.84	\$ 2.16	2000 - Unrestricted
<b>Ice Cream Social Total</b>		<b>\$ 3,725.00</b>	<b>\$ 2,129.75</b>	<b>\$ 1,595.25</b>	
<b>Virtual Trivia Night</b>					
414	Trivia Mafia Facilitation/Hosting Fee	\$ 650.00	\$ 650.00	\$ -	1108 - CPP: Meetings/Community Building Events
415	Postcard Mailing	\$ -	\$ -	\$ -	1106 - CPP: Communications/Outreach
416	Advertising	\$ -	\$ -	\$ -	1106 - CPP: Communications/Outreach
417	Prizes	\$ -	\$ -	\$ -	2000 - Unrestricted
<b>Virtual Trivia Night Total</b>		<b>\$ 650.00</b>	<b>\$ 650.00</b>	<b>\$ -</b>	
<b>Ice Skating Party</b>					
418	Food/Refreshments	\$ 250.00	\$ -	\$ 250.00	2000 - Unrestricted
419	Advertising	\$ -	\$ -	\$ -	1106 - CPP: Communications/Outreach
<b>Ice Skating Party Total</b>		<b>\$ 250.00</b>	<b>\$ -</b>	<b>\$ 250.00</b>	
<b>Wine Tasting</b>					
420	Advertising	\$ 150.00	\$ -	\$ 150.00	2000 - Unrestricted
<b>Wine Tasting Total</b>		<b>\$ 150.00</b>	<b>\$ -</b>	<b>\$ 150.00</b>	
<b>Friendraisers (x1)</b>					
421	Food/Refreshments	\$ 100.00	\$ -	\$ 100.00	2000 - Unrestricted
<b>Friendraisers Total</b>		<b>\$ 100.00</b>	<b>\$ -</b>	<b>\$ 100.00</b>	
<b>Halloween Party</b>					
422	Food/Refreshments	\$ 100.00	\$ -	\$ 100.00	2000 - Unrestricted
423	Trash	\$ 50.00	\$ -	\$ 50.00	2000 - Unrestricted
424	Recycling/Organics	\$ 100.00	\$ -	\$ 100.00	1300 - NRP Sustainable Practices
425	Portable Restroom Rental	\$ 175.00	\$ -	\$ 175.00	2000 - Unrestricted
426	Permits	\$ 130.00	\$ -	\$ 130.00	2000 - Unrestricted
427	Photography	\$ 165.00	\$ -	\$ 165.00	2000 - Unrestricted
428	Games and Prizes	\$ 475.00	\$ -	\$ 475.00	2000 - Unrestricted
429	Decorations/Ambience	\$ 275.00	\$ -	\$ 275.00	2000 - Unrestricted
430	Face Painters	\$ 250.00	\$ -	\$ 250.00	2000 - Unrestricted
431	Craft Table	\$ 200.00	\$ -	\$ 200.00	2000 - Unrestricted
432	Puppet Show	\$ 350.00	\$ -	\$ 350.00	2000 - Unrestricted
433	Flyer printing	\$ 200.00	\$ -	\$ 200.00	2000 - Unrestricted
<b>Halloween Party Total</b>		<b>\$ 2,470.00</b>	<b>\$ -</b>	<b>\$ 2,470.00</b>	