



**City of Moorhead  
Community Fund Advisory Committee  
Meeting Minutes  
June 13, 2019  
Hjemkomst Center – Elm Boardroom**

Pursuant to due call and notice thereof, a regular meeting of the Moorhead Community Fund Advisory Committee was held in the Hjemkomst Center Elm Boardroom on June 13, 2019 at 7:30 AM.

Attendance was as follows:

Board Member – At Large:	Vacant	Absent
Board Member – MSU Moorhead:	Doug Peters	Present
Board Member – Moorhead Business Assoc.:	Sheri Larson	Present
Board Member – Downtown Moorhead Inc.:	Dave Anderson	Absent
Board Member – Art and Culture Commission:	Carrie Wintersteen	Present
Board Member – Park Advisory Board:	James Hand	Present
Board Member – Mayor/Council:	Steve Gehrtz	Absent

Also Present: Chris Volkers, City Manager; Holly Heitkamp, Parks and Recreation Director and Kim Citrowske, Assistant Planner

**1. Call Meeting to Order**

Holly Heitkamp welcomed everyone to the meeting.

**2. Recognitions / Presentations / Introductions**

None.

**3. Agenda Amendments - None.**

**4. Approve Minutes – April 26, 2019**

**Motion to Approve the April 26, 2019 meeting minutes by Sheri Larson and seconded by Carrie Wintersteen.**

Motion Passed: For: 4; Against: 0; Abstain: 0; Absent: 2

**5. Citizens to be Heard**

None.

**6. Projects Identified for the Moorhead Community Fund (pass through)**

Holly Heitkamp provided an update on the City Council approved projects for the Community Fund.

- 7. Review and Comment on Social Media Marketing Plan and Marketing Materials**  
The committee discussed ease of online giving, various social media platforms and the target audience for take away marketing materials.
- 8. Develop – Community Outreach Plan**  
The committee reviewed a listing of service clubs to plan varying outreach strategies to unveil the Community Fund and promote key projects.
- 9. Discuss – Direct Giving to City of Moorhead Contribution Fund**  
City website update should include a direct giving link for an internal contribution fund where donors may have the option to pay the processing fees.
- 10. Select a Project – FM Area Foundation Caring Catalog**  
This agenda item was not discussed.
- 11. Adjourn**