



Moraine Foundation

~Agenda~

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Clerk of Council
937-535-1005

January 22, 2026

6:20 PM

I. Call to Order

A. Roll Call

II. Approval of Minutes

A. Moraine Foundation Meeting Minutes - January 23, 2025

III. Business

A. New Council Appointee and Election of Officers

B. Appointment of Treasurer(s)

C. 2025 End of Year Balances

D. Discuss closing and removing various events that are no longer used.

IV. Other Business

V. Adjournment

RECORD OF PROCEEDINGS

Minutes of Moraine Foundation

Held January 23, 2025

Call to Order at 6:37 PM.

Teri Murphy	President	Present
Donald Burchett	At-Large	Absent
Ora Allen	At-Large	Present
Mike Daugherty	Ward 1	Present
Dave Miller	Ward 2	Present
Shirley Whitt	Ward 3	Present
Jeanette Marcus	Ward 4	Absent

Staff Members Present:

City Manager Michael Davis	Law Director Martina Dillon
Police Chief Craig Richardson	Acting Finance Director Lora Perry
City Planner Nick Sorice	Public Information Officer Aaron Vietor
Build. & Zoning Admin. Brent Carpenter	Clerk of Council Karen Powell

Mrs. Allen moved to excuse Ms. Marcus and Mr. Burchett from the meeting.

RESULT: Passed (*Yes 5, No 0, Abstained 0*)
MOVER: Ora Allen
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Approval of Minutes

Moraine Foundation meeting 09-08-22

Mayor Murphy asked if there were any changes or corrections to the September 8, 2022, Moraine Foundation meeting minutes. Hearing none, the minutes were approved as submitted.

Business

2024 End of Year Balances Report

Mrs. Perry announced that a list of end of year balances per event in the Moraine Foundation Fund was attached in the packet. She commented that although not required, it is a good practice for the board to see what money is earmarked in each individual event. She explained although she is not prepared at this time to go into detail about each individual event, in the future she would like to bring a recommendation to the board about removing some of the one time events. She noted several grants were received that required 501(c)(3) distinction and that is why some of the events are listed. She stated the Fire Department has multiple events that could go under one event in order to clean up the list. She reported the total balance in the Moraine Foundation account is \$117,628.29.

Mr. Miller asked what is the Community Caretaker Event?

Mrs. Perry replied that is an event that was established anonymously by a former employee who donated money to be used for special circumstances.

Police Chief Richardson acknowledged that a former employee donated to the Community Caretaker Fund to give back to the community. He explained that many times when helping citizens or people traveling through Moraine, there are those who need immediate assistance.

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Minutes of Moraine Foundation

Held January 23, 2025

He noted that the Department cannot enter a purchase order request in the middle of the night to pay for a tank of gas, groceries, or some other immediate need. He informed Council that there is a secured spot in the Police Department that holds a small amount of cash from the Community Caretaker Fund. Chief Richardson explained that the amount of money spent is logged, receipts are given to the Finance Department, and the receipts are put through the Foundation. He said the money is replenished when needed, and he noted the funds are used selectively in dire need type situations. He stated written policies and practices were worked out with the former Finance Director, and the fund has been in existence for approximately a year.

Create Line Item For Historical Celebration

Mrs. Perry explained that before donations can be accepted for an upcoming event, the event has to be established within the Moraine Foundation Fund. She stated she and Mr. Vietor have been brainstorming creative ways to lessen the number of line items for future events. She noted this requested event line item would be for the 60th Anniversary Celebration for donations she is hoping the City will receive. She asked for approval to create the event and name it "Historical Celebrations". She further requested approval to establish an expense budget not to exceed donated amounts so that if expenses were greater than donations, City staff would have to come back to the board before those expenses can occur. She said language that has been used before is a blanket not-to-exceed amount, and then staff can begin without having to return to the board every time an expense is necessary. She also requested a decision regarding what the board would like to do with any monies left in the event fund once the event is over. Mrs. Perry reported that currently with annual events, the money stays in the fund, and with a historical celebration it could be 5, 10, or 20 years before the money is spent. She asked the board to decide either to leave those funds in the event in anticipation of a future event or to use the remaining funds to reimburse the City of Moraine for incurred costs. She noted for the 60th Anniversary event, personnel from Public Safety, the Street Department, and Parks and Recreation will also be involved so there will be a cost to the City. She remarked that remaining funds can be handled either of those ways and has been done both ways in the past. She added she would like the board to establish that from the beginning so there is no question in the future what should or should not happen with left over funds. She stated the City of Moraine has provided money to the annual budget to help cover the possibility of a shortfall in donations. She added if donation amounts were exceeded, those funds could reimburse the City budget. She reiterated she would like to establish up front the name of the event, the not-to-exceed budget language, and instructions on how to handle surplus monies.

Mr. Davis said establishing an event name that is a little more generic is for the purpose of being able to utilize the funds in the future.

Mrs. Whitt commented as long as the signage for the 60th Anniversary states the 60th Anniversary, she is fine with the generic name.

Mr. Davis said Mrs. Perry has given the City the ability to pull funds from that line item in the future.

Mrs. Perry clarified when the 50th Anniversary celebration account was closed, money was still in that budget.

Mayor Murphy commented that the Heritage Festival line item still has \$2,000.00 listed.

Mrs. Perry pointed out that the Heritage Festival, an event that has not been offered in many years, is still listed. She stated in the Parks and Recreation Plan there were suggestions of having an annual festival or a festival every couple of years. She said that could be something that could be renamed. She said the City has to be careful when changing donations because if

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someone donated for a specific event like Slash Moraine, that money cannot be used for the 4th of July. She said she believes there are duplicate line items that can be cleaned up.

Mayor Murphy stated she thinks creating a line item for Historical Celebrations is a good idea.

Mr. Davis confirmed that it is the Council's preference to leave any remaining money in the fund for future similar events.

Mr. Daugherty agreed with leaving funds in the Historical Events Fund, providing a blanket not to exceed statement, and creating a general line item for those types of events.

Mayor Murphy moved to accept the 2024 End of Year Financial Report and to approve the three requests: titling of the event Historical Celebrations, applying the proposed not to exceed donations budget language, and utilizing remaining monies after an event for other events.

RESULT: Passed (*Yes 5, No 0, Abstained 0*)
MOVER: Teri Murphy
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Other Business - None

Adjournment at 6:50 PM

Mayor Teri Murphy

ATTEST: Clerk of Council, Karen Powell

New Council Appointee and Election of Officers

Department: Clerk of Council

Request: Action Item

Item Background and Purpose:

The bylaws of the Moraine Foundation state the following:

TRUSTEES

Section 1. Number. "...The number of Trustees shall be equal to the number of council members of the Moraine City Council or changed by resolution at any meeting or any special meeting called for that purpose, adopted by a majority vote of the Trustees..."

Section 2. Election and Term of Office. "The Trustees of the Corporation shall consist of the persons elected to the Moraine City Council from time to time. Each Trustee shall serve for a term equal to the term he/she serves as Council Member for the Moraine City Council..."

OFFICERS

Section 1. Officers. The Board of Trustees shall elect a President, Vice President, Secretary and Treasurer and, at its discretion, it may create any other offices as it may determine necessary.

Section 2. Term. "All of the Officers of this Corporation shall hold office for a term of one (1) year and at the pleasure of the Board of Trustees, until their successors are elected and qualified."

Attachments:

Appointment of Treasurer(s)

Department: Finance

Request: Action Item

Item Background and Purpose:

A new Finance Director has joined the City since the last Moraine Foundation meeting. Therefore, the appointment of Annetta Williams, Finance Director, as Treasurer is necessary; and the appointment of Lora Perry, Deputy Finance Director, as Co-Treasurer is requested.

Attachments:

2025 End of Year Balances

Department: Finance

Request: Staff Report

Item Background and Purpose:

2025 End of Year Balances

Attachments:

1. 2026-01-16 Moraine Foundation 2025 EOY Balance Report

City of Moraine

Finance Department



To: Moraine Foundation Trustees

From: Annetta Williams, Finance Director

Date: January 16, 2026

Subject: 2025 EOY Financial Report

Attached is a report on the 2025 Moraine Foundation End of Year balances. The 2025 Charitable Organization annual report will be filed with the Ohio Attorney General. This meeting and the enclosed report are an annual requirement to provide you, the Trustees, with an opportunity to review the financial balances.

The ending balance of the Moraine Foundation bank account was \$134,735.55.

I am requesting the Trustees to accept the report as presented and we will file it with the Ohio Attorney General.

<u>Complete Total for Moraine Foundation per Event</u>		Tax Exempt-501c3	Tax ID# 31-1663737
1	General Miscellaneous	\$7,167.73	
2	5K Run	\$1,483.72	
3	50th Celebration-closed 8/10/17 (hidden tab)	\$0.00	
4	Buy Recycled Grant- (hidden tab)	\$0.00	
5	Cardboard Boat Regatta	\$77.50	
6	Child Safety Grant Program	\$27.00	
7	Christmas Smiles	\$32,925.56	
8	Christmas Tree Lighting	\$2,653.87	
9	Community Cartaker 228	\$30,490.73	
10	Community Halloween Party	\$225.00	
11	Community Outreach Committee	\$29,590.44	
12	Deer Meadow Park	\$584.32	
13	Disc Golf Course	\$67.78	
14	Easter Egg Hunt	\$230.71	
15	EMS and Fire Safety	\$6,560.22	
16	Fire Division Local CPR Training	\$0.00	
17	Fire Safety House Donations	\$0.00	
18	Fireworks Sponsorship- (hidden tab)	\$0.00	
19	Food Pantry	\$2,802.61	
20	German Village Park- (hidden tab)	\$0.00	
21	Historical Celebration	\$303.03	
22	Independence Day Sponsorship	\$166.20	
23	Keep America Beautiful-Parks- (hidden tab)	\$0.00	
24	Keep America Beautiful-Streets- (hidden tab)	\$0.00	
25	Little Free Library	\$14.86	
26	Memorials Funds	\$12,821.18	
27	Moraine Welcome Signs	\$1,277.98	
28	National Night Out	\$0.00	
29	Parks Fitness Equipment- (hidden tab)	\$0.00	
30	Parks & Recreation Programs	\$83.27	
31	Police & Fire Luncheon	\$156.90	
32	Police & Fire Memorial-closed 1/24/19 (hidden tab)	\$0.00	
33	Reach Program	\$3,016.80	
34	Slash Moraine	\$8.14	
35	Sponsorship Fees - Heritage Festival	\$2,000.00	
36	Veterans War Memorial-closed 1/24/19 (hidden Tab)	\$0.00	
Overall Total		\$134,735.55	

Discuss closing and removing various events that are no longer used.

Department: Finance

Request: Action Item

Item Background and Purpose:

Discuss and recommend closing and removing events no longer used. Continuation of a discussion that started at the 2025 meeting.

Attachments: