



Economic Development Board Foundation Meeting Book

Wednesday, May 25, 2022

7:30am – 8:00am

Join via Zoom:

<https://us02web.zoom.us/j/86460244036?pwd=OUxEWtd6Njd2SjJ3dWd5TjBpazVzZz09>

Join by Phone: 1-669-900-9128

Meeting ID: 864 6024 4036

Passcode: 503050

FOUNDATION

Economic Development Board Foundation

Meeting Agenda

Wednesday, May 25, 2022

7:30 a.m. – 8:00 a.m.

I. CALL TO ORDER

II. CONSENT ITEMS

All agenda items on the Consent calendar will be approved in a single motion unless a Board or Staff member requests separate action on a specific item.

A. Minutes of meeting dated April 27, 2022 (page 3)

III. ACTION/POLICY ITEM

A. Approve Revised 17-18 Annual Report (page 5)

B. Authorize EDB staff to apply for and accept a \$50,000 grant from the Manitou Fund (page 23)

Creative Sonoma has been invited to apply for a \$50,000 General Operating grant from the Manitou Fund. This is the fourth invitation. Creative Sonoma staff submitted an “intention to apply” to the EDB Foundation Executive Director who approved the request and the grant was submitted on May 23, 2022. The invitation to apply was accompanied by a grant agreement (see attached). Creative Sonoma requests that the EDBF Board accept these funds.

IV. INFORMATIONAL ITEMS

All informational items are included in the board packet for Board feedback or questions.

A. Foundation Events Update (page 28)

B. Foundation Sponsorships Update (page 31)

V. PUBLIC COMMENTS ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER OF THE BOARD

Comments are restricted to matters within the Board’s jurisdiction. Each person is usually granted time to speak at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda.

VI. BOARD MEMBER ANNOUNCEMENTS

VII. CONCLUSION: Next Scheduled Meeting – Wednesday, June 22, 2022

**Economic Development Board Foundation
Meeting Minutes**

Wednesday, April 27, 2022

I. CALL TO ORDER

Wayne Leach called to order the Foundation meeting of the Economic Development Board (EDBF) at 7:31 AM on April 27, 2022 via Zoom.

II. ROLL CALL

The following EDB Board members were present: Wayne Leach, Linda Kachiu, Michael Nicholls, Richard Marzo, Jordan Kivelstadt, Regina Mahiri, Jorge Alcazar

The following EDB staff members were present Ethan Brown, Kristen Madsen, Rebekah Heinze, Aleena Decker, Bradley Johnson, Calvin Sandeen, Patricia Andrews, Marcos Suarez

III. CONSENT ITEMS

- A. Meeting Minutes – March 23rd, 2022 were approved
- B. Monthly Financial Statements– for the month of March 2022 were approved

Motion: Michael Nicholls Second: Linda Kachiu
Motion Passes

IV. ACTION/POLICY ITEMS

- A. Formation of Events Ad Hoc

Ethan: For some time, especially during the pandemic, there has been quite a bit of discussion around different criteria for events. Additionally, it will be beneficial to have the board influence events by suggesting themes for events.

Aleena: The Ad Hoc will also be guided by a survey from attendees.

Richard and Jordan both expressed interest in participating on the ad hoc.

Wayne called for a motion to form an Event Ad Hoc Committee.

Motion: Jordan Kivelstadt Second: Richard Marzo
Motion Passes

V. INFORMATIONAL ITEMS

- A. Foundation Events Update

Aleena directed the boards attention to the 22/23 calendar and the development seminar. Additionally, she highlighted an awards luncheon.



BOARD OF DIRECTORS:

KATHRYN HECHT, CHAIR – JORGE ALCAZAR – SKIP BRAND – PAM CHANTER– WAYNE LEACH – LINDA KACHIU
MICHAEL NICHOLLS – JORDAN KIVELSTADT – RICHARD MARZO – REGINA MAHIRI
ETHAN BROWN, EDB INTERIM EXECUTIVE DIRECTOR

VI. BOARD MEMBER ANNOUNCEMENTS

Jordan and Richard went to an event with the Marin Sonoma Impact Venture Fund, an event that promoted entrepreneurs in our community. He thinks that it would be great to pull in Zach, host of event and organization, to work with EDB to double support for entrepreneurs.

Richard agrees that the event was fantastic and these are the types of companies to support good job growth.

Richard agrees that the event was excellent, and believes that the EDB would find value in what the Marin Sonoma Venture Impact Fund is doing.

Wayne suggests that it may be a good idea to pull in Zach to give a presentation to the Board.

VII. PUBLIC COMMENTS ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER OF THE BOARD

No Comments

VIII. MEETING ADJOURNMENT

Motion: Regina Mahiri Second: Jorge Alcazar

Wayne Leach adjourned the meeting at 7:53 AM.



BOARD OF DIRECTORS:

KATHRYN HECHT, CHAIR – JORGE ALCAZAR – SKIP BRAND – PAM CHANTER– WAYNE LEACH – LINDA KACHIU
MICHAEL NICHOLLS – JORDAN KIVELSTADT – RICHARD MARZO – REGINA MAHIRI
ETHAN BROWN, EDB INTERIM EXECUTIVE DIRECTOR

SONOMA COUNTY ECONOMIC DEVELOPMENT BOARD



FOUNDATION



ANNUAL REPORT - REVISED

July 1, 2018 – June 30, 2019



FOUNDATION



Annual Report

July 1, 2017 – June 30, 2018
Original Submission September 26, 2018

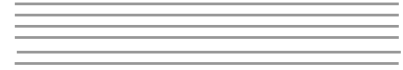
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SONOMA COUNTY ECONOMIC DEVELOPMENT BOARD



FOUNDATION



September 26, 2018

Dear Colleagues,

We are pleased to present this annual summary of activities of the Sonoma County Economic Development Board Foundation (Foundation) for the year ending June 30, 2018. The Foundation's leadership continues to support the Economic Development Board (EDB) to ensure that the Foundation's efforts align with the mission and priorities of the EDB.

As we present the achievements of the projects held in fiscal year 2017-2018, the Board of Directors would like to thank our numerous sponsors and the County of Sonoma for their increasingly important efforts to improve the economic wellbeing of Sonoma County.

Pamela Chanter
Chair of the Board of Directors

Ben Stone
Executive Director

Executive Summary

The Sonoma County Economic Development Board Foundation (Foundation) continues to make strong connections between community needs, county projects, and support from the business and philanthropic communities. The Foundation received and effectively managed \$829,800 in event revenue, donations and grants, supporting more than forty (40) workshops, conferences and special events; more than forty (40) quarterly and annual economic activity reports and forecasts; and more than fifteen (15) customized reports. Through events and sponsorship opportunities, the Foundation provides an excellent way for local businesses to showcase their services and network with other community leaders.

Highlights of 2017-2018 Foundation Projects

The **Creative Sonoma** program produced a full slate of professional trainings and workshops (22), grant making programs, and special initiatives focused on fire response and recovery. These activities were fully or partially covered through grants and fire recovery donations received by the EDB Foundation, which funded program expenses as well as staff costs. Professional development topics focused generally on the business aspects of art and included workshops on financial management for artists, selling creative work and products, managing nonprofit organizations, and more. Five \$2,500 grants were awarded to Sonoma musicians and bands to further their music careers. In fire response grant making, Creative Sonoma disbursed \$164,000 to 129 creative individuals, organizations, and businesses (in quick grants of up to \$1,500 each) that were either physically or economically impacted by the 2017 wildfires; as well as \$36,000 to eight arts organizations that are producing events or creative works in response to the fires. In addition, a cohort of teaching artists received specialized training to address trauma of school-aged populations, and Creative Sonoma is funding free residencies with these artists to fire-impacted schools throughout the County. Finally, Creative Sonoma continued work on an assessment of the state of arts education in K-12 schools in Sonoma County, which will carry on into 2018-2019.

The Foundation provided funding to defray consultant costs to produce **Strategic Sonoma**, a five-year strategic plan for the county's local economy. The plan addresses some of the region's most pressing issues and opportunities around workforce, economic resilience, innovation and entrepreneurship, and economic inclusion for all Sonoma County residents. The plan also includes a short-term 6-12 month recovery plan that was developed in the wake of the October 2017 fires as part of the Board of Supervisor's recovery plan.

The Foundation also provided funding for: the first-ever **Manufacturing Day Sonoma County**, an event that seeks to inspire the next generation of Sonoma County manufacturers by supporting direct industry engagement with students, creating hands-on learning opportunities, and promoting education and training pathways that lead to careers in manufacturing; the inaugural **Outdoor Recreation & Biking Summit**, that brought together industry leaders and

government officials, and during which a select and diverse panel of influential outdoor recreation businesses communicated insightful stories to the audience of launching and growing their businesses in Sonoma County, and thoughts for the future; and the first **Retail Summit**, where a retail expert shared insights and strategies on how to compete with national and online retailers as part of Sonoma County's first-ever Retail Success Workshop. Small business owners, retail support service providers and representatives from local governments attended this pilot event and were engaged in a discussion regarding the unique challenges and opportunities small retailers face in Sonoma County.

Along with the year-end financial statements, the following pages summarize some of the Foundation's activities, detailed by program. While many of the projects will seek funding through the Foundation again in fiscal year 2018-2019, each year the Foundation Board evaluates the programs to ensure financial stability for the Foundation and the EDB.

Introduction

About the Foundation

The Foundation is a supporting organization that provides an alternative funding stream to EDB programs, relieving the burden on the limited funds of local government and strengthening community projects by managing funds from donors and foundations.

Mission

The Sonoma County Economic Development Board Foundation is a 501(c)(3) that through the creation, development and dissemination of economic research, analysis or programs enhances the value of local, domestic, and international demand for Sonoma County-produced goods and services.

History of the Foundation

On January 23, 2001, the Sonoma County Board of Supervisors approved the establishment of the Foundation to serve as a supporting organization to the EDB to expand funding sources available for EDB projects. In March 2001, the Foundation was incorporated as a California nonprofit public benefit corporation. During 2001, the Foundation Board of Directors elected officers and began formalizing procedures while awaiting review of its application for tax-exempt status. In February 2002, the Internal Revenue Service notified the Foundation of its approval of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

In August 2002, the Foundation signed an Operational Memorandum of Understanding with the Sonoma County Board of Supervisors to formally define the relationship between the Foundation and the EDB, an agency of the County of Sonoma. Under that agreement, the Board of Supervisors oversees the Foundation's funding of EDB projects. In late August 2002, the Foundation began accepting funds and reviewing EDB projects in need of support.

In fiscal year 2002-2003, the Foundation's first year of operation, a great deal of care was taken to establish procedures that would guarantee steady and increasing support for EDB projects into the future. The Foundation continues to operate under the Operating Memorandum of Understanding and continues its efforts to create alternative revenue streams for EDB projects.

In September 2008, the Board of Supervisors approved the third Memorandum of Understanding which now contains a clause for automatic renewal annually.

Financial Summary

This section contains information about the Foundation's finances.

Statement of Financial Position - REVISED

As of June 30, 2018

(Audited)

Short-term investments	47,425
Accounts receivable	14,340
Prepaid expenses	7,308
Total Current Assets	<u>917,268</u>
TOTAL ASSETS	<u><u>\$ 917,268</u></u>
 LIABILITIES AND NET ASSETS	
Current Liabilities	
Accounts payable	\$ 35,044
Deferred grants awarded	14,250
Deferred sponsorships	60,700
Total Current Liabilities	<u>109,994</u>
Net Assets	
Unrestricted	223,355
Designated	196,741
Temporarily restricted	387,178
Total Net Assets	<u>807,274</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 917,268</u></u>

Statement of Activity - REVISED
For the year ended June 30, 2018
(Audited)

	Unrestricted	Temporarily Restricted	Total
Revenues, Gains and Other Support			
Registration/participation fees	\$ 121,352	\$ -	\$ 121,352
Donations/sponsorships	115,416	217,623	333,039
Grants	-	375,410	375,410
Other Income	14,388	-	14,388
Interest Income	1,364	-	1,364
Total Income	<u>252,520</u>	<u>593,033</u>	<u>845,553</u>
Expenses			
Program services			
Community outreach	103,137	368,570	471,707
Economic outlook	59,057	-	59,057
Research initiatives	55,634	-	55,634
Supporting services			
Administrative Services	24,647	-	24,647
Total Expenses	<u>242,475</u>	<u>368,570</u>	<u>611,045</u>
Change in Net Assets	10,045	224,463	234,508
Net Assets, Beginning of Year	<u>380,614</u>	<u>192,152</u>	<u>572,766</u>
Net Assets, End of Year	<u><u>\$ 390,659</u></u>	<u><u>\$ 416,615</u></u>	<u><u>\$ 807,274</u></u>

Underwriters

This section provides a list of the business, education, and community organizations that provided noteworthy contributions to the Foundation.

Foundation Underwriters

Foundation Level:

Luther Burbank Savings

Presenting Level:

City of Santa Rosa
Exchange Bank
Kaiser Permanente
Pacific Gas & Electric
Pure Luxury Transportation
Redwood Credit Union
Sonoma Raceway
Tri Counties Bank

Premier Level:

Bank of Marin
Employment Training Panel
Friedemann Goldberg LLP
Sonoma Clean Power
St. Joseph Health

Executive Level:

American River Bank
Comcast
Keegan & Coppin Co.
Midstate Constructions
NorBAR
Sonoma County Alliance
Summit State Bank
Vantreo Insurance Brokerage
Wells Fargo Bank
Zainer Rinehart Clarke

Media Level:

North Bay Business Journal

Project Summaries

This section provides information on some of the projects funded through the Foundation. Together, the projects served many segments of Sonoma County, including public schools, public agencies, employers, and the business community and residents with an interest in the state of the County's economy.

Spirit of Sonoma County

Description

The annual Spirit of Sonoma County awards luncheon recognizes business leaders from major chambers and trade associations in the County. The awards ceremony attracted more than 350 people, honoring those awardees from 22 chambers and trade organizations chosen for their contributions to Sonoma County.

Program Goals

The Spirit awards honor those who contribute to the economic development and enhancement of the communities in which they live, work, and conduct business through generous donations of their time and expertise in support of local business and in helping others.

Achievements

In 2017-2018, the program celebrated its seventeenth anniversary, having honored more than 348 local business men and women and community leaders since its inception. The Spirit of Sonoma County awards program was started in 2001 with the assistance of banks, media, and elected officials in order to honor the selected award winners. The program grew from 18 area chambers and trade organizations recognizing a business leader from their group to the present 22 organizations involved. The Spirit luncheon is an excellent opportunity for local business leaders to receive countywide recognition.

Supporters

The Spirit of Sonoma County luncheon, ceremony, and awards are funded through registration fees paid by the participating organizations, corporate sponsors, and individuals who attend and/or sponsor tables. The 2017-18 local organizations that chose to purchase tables in support of honorees included:

Clean River Alliance

Exchange Bank

Family Justice Center

North Bay Leadership Council

Pedroncelli Winery

Poppy Bank

Pure Luxury Transportation

Rotary Club of Petaluma

Sonoma County Tourism Bureau

Awards

The *Spirit of Sonoma County* awards recognized honorees from these 22 organizations:

- Cloverdale Chamber of Commerce
- Geyserville Chamber of Commerce
- Healdsburg Chamber of Commerce
- Hispanic Chamber of Commerce
- Mark West Area Chamber of Commerce
- North Bay Leadership Council
- North Coast Builders Exchange
- Northern California Engineering Contractors Association
- Petaluma Area Chamber of Commerce
- Rohnert Park Chamber of Commerce
- Russian River Chamber of Commerce
- Santa Rosa Metro Chamber of Commerce
- Sebastopol Area Chamber of Commerce
- Sonoma County Alliance
- Sonoma County Farm Bureau
- Sonoma County Lodging Association
- Sonoma County Winegrape Commission
- Sonoma County Workforce Investment Board
- Sonoma Valley Chamber of Commerce
- Windsor Chamber of Commerce

Special Events featuring Keynote Speakers

Description

In 2017-2018 the Foundation supported three special events featuring professional keynote speakers contributing to a variety of subjects. The speakers are selected keeping current affairs and issues in mind.

Program Goals

This speaker events series is intended to provide the business community with interesting speakers addressing matters related to the local economy, industry trends and common business interests.

Achievements

The **Fall Economic Forecast** is an annual event of the Foundation's Research Initiatives Program developed for local businesses, governments, and organizations for detailed regional analysis of economic trends. As part of the Research Initiatives Program benefits, sponsors are invited to the dinner held with the featured speaker, Dr. Christopher Thornberg, the night preceding his presentation. Dr. Thornberg presented an informative and upbeat talk about California and Sonoma County, including GDP growth, oil production and prices, foreign trade, global growth, industrial production, consumer spending, labor market, local economic performance, tourism, wine industry, real estate, construction, and more. He also included a segment addressing the impact of this year's fires on our local economy. The total number of attendees at the event was about 490 people. The pre-event dinner was held at Ca'Bianca Restaurant, and the event was held at the Hyatt Hotel in Santa Rosa.

The **State of the County** is an annual event sponsored by the Economic Development Board (EDB) to present the current and future challenges facing the county in terms of growth and development, especially post-2017 wildfires. It was an opportunity for the County of Sonoma to showcase community leaders as they addressed the recovery efforts, what to expect in 2018, and get community input at post-event breakout workshops. Attendance included about 500 people at this 15th annual breakfast. The event was recorded and made available on the EDB website.

Dr. Steve Cochrane of Moody's Analytics spoke at the **Spring Economic Forecast** to a breakfast group of over 400 people. Well attended by various financial, construction, education and tourism-related businesses, the coalescing theme of the event at this time was Strategic Sonoma's newly completed five-year strategic plan for our local economy. The plan addresses some of our region's most pressing problems around workforce, economic resilience, innovation and entrepreneurship, and economic inclusion for all Sonoma County residents. It

also includes a short-term 6-12 month recovery plan that was developed in the wake of the October 2017 fires as part of the Board of Supervisor's recovery plan. The event included pop-up presentations moderated by Keith Woods, Chief Executive Officer of the North Bay Builders Exchange. The pop-ups focused on highlighting three key initiatives of Strategic Sonoma that are in action: 1)&2) Recover from the October 2017 fires and Build Necessary Housing with David Guhin of City of Santa Rosa speaking of the City's new housing rebuild portal and rebuild successes, and Larry Florin of Burbank Housing speaking to the affordable housing rebuild successes. And 3) Educate and Support our Workforce: Kathy Goodacre spoke of the CTE Foundation grant from Tipping Point that emphasizes the importance of building construction workforce and Oscar Chavez spoke of the WIB grant for helping to train construction workers and how it will work in concert with other programs. The event also had an introduction provided by Supervisor James Gore and Ben Stone from the EDB. The Sonoma County Office of Education (SCOE), Santa Rosa Junior College (SRJC) and Sonoma State University (SSU) had exhibits of Career Technical Education (CTE) programs they each offer students. A "tiny house" constructed by students of Healdsburg High School was also on display.

Supporters

Each of these events was supported by direct Foundation sponsors, and by individual attendees and tables sponsored by local organizations and businesses.

Board of Directors

2017-2018 FOUNDATION BOARD MEMBERS

Officers: Pam Chanter, President/Chair
Linda Kachiu, Treasurer
Ben Stone, Executive Director

Members: Jorge Alcazar
Skip Brand
Terri Dente
Terry Garrett
Kathryn Hecht
Wayne Leach
Michael Nicholls
Michael Tomasini

LEGAL SERVICES

The Foundation contracts with the Friedemann Goldberg LLP law firm to advise the Board of Directors on general legal matters, including state and federal law, relating to nonprofit tax-exempt organizations.

FINANCIAL SERVICES

The Foundation retained the services of Ms. Victoria Mwangi, Certified Public Accountant (CPA). The CPA assists with the Foundation's bookkeeping and prepares its tax documentation.



FOUNDATION



Attachment A

Certification of Financial Statements

The undersigned does hereby certify that:

1. She has been duly elected and qualified as, and at this date is, the Chair of the Board of Directors of the Sonoma County Economic Development Board Foundation (the "Foundation");
2. The financial statements contained in the Foundation's Annual Report, covering the period from July 1, 2017 to June 30, 2018, were prepared with audit from the books and records of the Foundation.

Signed: _____ Date: _____

Kathryn Hecht
Chair of the Board of Directors
Sonoma County Economic Development Board Foundation



SPRING 2022 GRANT AGREEMENT

Grantee: Creative Sonoma (a division of the Sonoma County Economic Development Board Foundation)

EIN: 94-3397043

Funding Purpose: General Operating

Grant Funds Awarded: \$50,000

TERMS AND CONDITIONS

This Grant Agreement is made and entered into between Manitou Fund, a Minnesota IRC 501(c)(3) nonprofit corporation, and the Grantee identified above, an IRC 501(c)(3) public charity, (Section 509(a)(1), 509(a)(2), 509(a)(3)(i-iii), or Section 170(b)(1)(A)(i-vi)) as of the date in which Grantee signs below.

In consideration of the mutual promises set forth below, Manitou Fund and Grantee agree as follows:

1. Use of Grant Funds. Manitou Fund agrees to provide the Grant Funds identified above to Grantee. The Grant Funds shall be used exclusively for the Funding Purpose identified above and described in detail in Grantee's Spring 2022 grant invite proposal (herein also identified as the "GIP"). Manitou Fund requires that all Grant Funds be dedicated to the funding purpose as stated in the GIP, which Grantee agrees furthers the charitable mission of Grantee. Any alternative use of Grant Funds must be authorized in advance in writing by Manitou Fund. Otherwise, Grant Funds must be returned promptly to Manitou Fund.
2. Notification of Project Changes. Any significant change in the Project, including but not limited to leadership or key staffing changes for the funding purpose as stated in the GIP must be reported to Manitou Fund in writing within 15 days of said change.
3. Reporting. Grantee agrees to submit an electronic report or reports on the use of Grant Funds and progress on the program for which Grant Funds were requested. Grantee may receive an email notice and instructions for filing the report(s) prior to the due date. Grantee also agrees to comply with any requests that Manitou Fund may make in the future to supply interim reports.



Receipt of Grantee's Grant report(s) will be a condition to receiving any future grant invite proposals from Manitou Fund. However, there is no guarantee of future funding. Grantee acknowledges that Manitou Fund is relying on the information Grantee provides in the GIP, during the course of any due diligence conducted before the start of the use of grant funds as stated in the GIP, and during the term of this Grant Agreement. Grantee represents that Manitou Fund may continue to rely on this information and any additional information Grantee provides regarding anything related to Grantee or as stated in the GIP.

4. Tax-Exempt Status. Grantee will keep its tax-exempt status current as an IRC 501(c)(3) tax exempt organization, recognized under IRC Section 509(a)(1), 509(a)(2) or 509(a)(3)(i-iii) and/or Section 170(b)(1)(A)(i-vi) throughout the Grant Term described herein and will comply with all applicable federal and state laws and regulations that govern the use of funds from private foundations to Grantee's organization. This includes but is not limited to (a) the prohibition against use of any of the funds to influence legislation, to influence the outcome of elections, to carry on voter registration drives, to make grants to individuals or other organizations, or to undertake any nonexempt activity, when such use of the funds would be a taxable expenditure if made directly by the foundation; (b) limiting the use of Grant Funds to Grantee's authorized tax-exempt purposes; and (c) preventing any improper use of Grant Funds for procurement of goods and services. Grantee will promptly notify Manitou Fund in writing regarding a change or proposed change in Grantee's tax-exempt status. Should Grantee's tax-exempt status change, Manitou Fund reserves the right to require that Grantee immediately return any and all remaining Grant Funds.
5. Anti-Terrorism. Grantee will not use Grant Funds directly or indirectly, in support of activities (a) prohibited by U.S. laws related to combating terrorism; (b) with persons on the List of Specially Designated Nationals (www.treasury.gov/sdn) or entities owned or controlled by such persons; or (c) with countries against which the U.S. maintains comprehensive or targeted sanctions, unless such activities are fully authorized by the U.S. government under applicable law and specifically approved by Manitou Fund in its sole discretion.
6. Anti-Corruption & Anti-Bribery. Grantee will not offer or provide money, gifts, or any other items or services of value directly or indirectly to anyone to influence improperly any act or decision relating to Manitou Fund or the Project, including by assisting any party to secure an improper advantage.
7. Other Lobbying, Gift, & Ethics Rules. Grantee agrees to comply with any national, state, local, or other lobbying, gift, and ethics rules applicable to the funding purpose as stated



in the GIP. Manitou Fund is not retaining or employing Grantee to engage in lobbying activities.

8. Responsibility for Others. Grantee is responsible for all acts and omissions of any of Grantee's trustees, directors, officers, employees, subgrantees, subcontractors, contingent workers, agents, and affiliates assisting with the Project and ensuring their compliance with the terms of this Grant Agreement.
9. Marketing
10. Recognition, Publicity, & Manitou Fund IP. Manitou Fund does not seek for Grantee to recognize Manitou Fund with certificates, plaques, or similar mementos. However, there may be occasions for public acknowledgment, which Manitou Fund will address on a case-by-case basis. Manitou Fund reserves the right to review and approve all written or spoken public announcements that use or reference Manitou Fund's name. Grantee will not use any of Manitou Fund's intellectual property ("IP") without Manitou Fund's prior written approval.
11. Assigns or Transfers. Grantee may not assign, or otherwise transfer, Grantee's rights or delegate any of Grantee's obligations under this Grant Agreement without Manitou Fund's prior written approval. This Grant Agreement will bind and benefit any permitted successors and assigns.
12. Compliance with Laws. In carrying out the funding purpose as stated in the GIP, Grantee will comply with all applicable laws, regulations, and rules and will not infringe, misappropriate, or violate the intellectual property, privacy, or publicity rights of any third party. Grantee will cooperate with Manitou Fund in supplying additional information or in complying with any procedures that may be required by any governmental agency in order for Manitou Fund to establish the fact that it has observed all requirements of the law with respect to the Grant Funds identified above and funding purpose as stated in the GIP.
13. Integration. This Grant Agreement contains the entire agreement of Manitou Fund and Grantee on the matters covered herein and supersedes prior discussions or agreements that may have existed between Manitou Fund and Grantee. Where provisions of



Grantee's funding purpose as stated in the GIP are inconsistent with any provisions of this Grant Agreement, this Grant Agreement shall take precedence over Grantee's Grant Application. Only a writing signed by both Manitou Fund and Grantee may modify this Grant Agreement, except that Manitou Fund, at its sole discretion, may terminate this Grant Agreement as permitted herein.

14. Indemnification. Grantee agrees to indemnify and save and hold Manitou Fund, its agents, directors, officers, and employees, harmless from any and all claims, causes of action, liabilities, losses, damages, costs and expenses, whether personal, property, or contractual, including reasonable attorney's fees, arising out of, or related to, the use or performance of the Grant Funds and associated uses as stated in the GIP and identified herein by Grantee or Grantee's agents, directors, officers, employees, or subgrantees.
15. Insurance. Grantee confirms that Grantee will maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the funding purpose as stated in the GIP in accordance with generally accepted industry standards and as required by law, including but not limited to insurance protection against claims of personal injury, wrongful death, and property damage.
16. Grant Term. The Grant Term of this Grant Agreement commences on the date that Manitou Fund initiates the wire transfer, or any other method of payment of Grant Funds approved by Manitou Fund, to Grantee for the Grant Funds (the "Wire Initiation Date") and ends exactly 365 days after the Wire Initiation Date, unless terminated earlier as provided for in this Grant Agreement or any amendment thereto. At its sole discretion, Manitou Fund may approve written requests for changes to the Grant Term.
17. Termination. At its sole discretion, Manitou Fund may modify, suspend, or discontinue any payment of Grant Funds or terminate this Grant Agreement if: (a) Manitou Fund is not reasonably satisfied with Grantee's progress on the funding purpose as stated in the GIP; (b) there are significant changes that Manitou Fund reasonably believes may threaten the funding purpose as stated in the GIP success; (c) there is a change in Grantee's control; (d) there is a change in Grantee's tax status; or (e) Grantee fails to comply with any provision of this Grant Agreement.
18. Return of Funds. Unless otherwise directed by Manitou Fund, Grantee must promptly return any Grant Funds that have not been used for, or committed to, the funding purpose as stated in the GIP upon this Grant Agreement's expiration or termination.
19. Record Keeping. Grantee will maintain complete and accurate accounting records and copies of any reports submitted to Manitou Fund relating to the funding purpose as



stated in the GIP. Grantee will retain such records and reports for 4 years after Grant Funds have been fully spent. At Manitou Fund's request, Grantee will make such records and reports available to enable Manitou Fund to monitor and evaluate how Grant Funds have been used or committed.

20. Severability. Each provision of this Grant Agreement must be interpreted in a way that is enforceable under applicable law. If any provision is held unenforceable, the rest of the Grant Agreement will remain in effect.

21. Choice of Law. This Grant Agreement will be governed by and interpreted under the laws of the State of Minnesota.

ACCEPTANCE OF TERMS & CONDITIONS

Receipt of the Grant Funds for the funding purpose stated in the GIP is conditional upon Grantee's acceptance of the terms and conditions set forth herein. By signing below, Grantee agrees to accept and comply with the stated terms and conditions of this Grant Agreement.

AUTHORIZED SIGNATURE

By signing below, you confirm that you are:

1. A duly elected and/or authorized officer of Grantee;
2. Authorized to accept the Grant Funds identified herein on behalf of Grantee;
3. Authorized to obligate Grantee to observe all the terms and conditions stated above;
4. Authorized to make, execute, and deliver on behalf of Grantee all documents, representations, reports, and other documents of Grantee; and
5. Acquiescing to enter into this Grant Agreement on behalf of Grantee.

ACCEPTED ON BEHALF OF GRANTEE

ACCEPTED ON BEHALF OF MANITOU FUND

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Date: _____

Date: _____

Economic Development Board Foundation Events – May 25, 2022

Foundation Events

NAME	DATE	LOCATION	NOTES
Development Seminar: Women Entrepreneurs	August 21	In person	Women entrepreneur focused event with woman entrepreneur guest speaker.
Fall Economic Perspective	September	In person	
Manufacturing Week	October	Various schools and virtual.	
2023 Economic Perspective	January	In person	
Development Seminar	April	In person	
Sonoma County Economic Development Week and Awards	May 8-12	In person	Along with a campaign, the week will also host an awards luncheon to recognized exemplary economic development projects and initiatives.

Notes

Women Entrepreneur Series

The August event will be the first installment of a four part series. Each event will feature a Sonoma County female entrepreneur who will share their story and innovation with other entrepreneurs and advocates of female entrepreneurship. Goals of series include:

- Fostering network opportunities for women entrepreneurs
- Connecting women entrepreneurs to services and resources to help grow their business

For full framework, please review “Women Entrepreneurship Series” document.

Women Entrepreneurship Series

Goals:

- Share stories of female entrepreneurship in Sonoma County
- Foster networking opportunities for women entrepreneurs
- Connect women entrepreneurs to services and resources to help grow their business

Event Format

- Check In/Mingle (10 minutes)
- Opening Remarks from MC (5 minutes)
 - Ideally sponsor or someone with extensive knowledge of female entrepreneurship
 - Talk about importance and female entrepreneurship in Sonoma County
 - Introduce featured speaker
- Speaker: Featured Sonoma County Female Entrepreneur (25-30 min)
 - Feature up and coming entrepreneurs with innovative ideas and inspiring stories. Ideally, entrepreneurs who have not had many opportunities share their stories.
 - Presentation Format Options:
 - Ted Talk Style: Presentation with only the featured speaker. Great option for those comfortable speaking in front of crowds.
 - Oprah Style: Interview with featured entrepreneur and MC. Good option for newer or first time speakers. Create a more comfortable conversational setting.
- Networking/Conclusion (25-30 minutes)
 - Encourage participants to engage with each other and check out their surroundings.
 - Include networking prompt/assignment to foster interaction.

Logistics

Audience

- 50-75 attendees
- Sonoma County Women Entrepreneurs who are
 - Not as plugged into business resources and organizational groups
 - Start up or thinking of starting their own business
 - Want to meet other female entrepreneurs
- Sonoma County Business Owners who are
 - Advocates for female entrepreneurship
 - Experienced business owners/entrepreneurs who can provide mentorship opportunities and networking

Location

- Different locations throughout Sonoma County
 - North County

- West County
- Sonoma Valley/South County
- Central/Santa Rosa
- Winery or other fun venues that provide an atmosphere for socialization
- Ideally locations owned by women but not restricted

Time/Frequency

- Quarterly
- Sundays, 11:30 am-1:00 pm
 - Time of day and week where it feels more like a recreational outing
 - Least conflict with child care needs

Catering

- Lunch sandwiches or wraps with lunch sides
- Non-alcoholic beverages
- Venue can sell alcoholic beverages

Cost

- \$25-\$40
- Not to exceed \$40 as that could be seen as a barrier to participation

Economic Development Board Foundation

Sponsorships – May 25, 2022

Foundation Sponsorship

Company	Level	Notes	Contact
Luther Burbank Savings	Foundation - \$10,000		Warren Harris
Exchange Bank	Presenting - \$6,000		Fabia butler
PG&E	Presenting - \$5,000		Joe Horak
Kaiser	Presenting - \$6,000		Alena Wall
Redwood Credit Union	Presenting - \$6,000		Brett Martinez
Bank of Marin	Premier - \$3,500		Angela Colombo
Providence (St. Joseph)	Premier - \$3,500		Chuck Kassis
Sonoma Clean Power	Premier - \$3,500		Geof Syphers
Sutter Health	Premier - \$3,500		Ed Sheffield
Sonoma County Tourism	Premiere - \$3,500		Claudia Vecchio
North Bay Association of REALTORS	Executive - \$1,700		Tracy Huotari
Comcast	Executive - \$1,700		Brian Bottari
Pisenti & Brinker LLP	Executive - \$1,700	Committed to renew.	John Meislahn
Summit State Bank	Executive - \$1,700		Brian Reed
Morgan Stanley	Advocate - \$1,000		Jeff Gospe

Sponsorship Goal: **\$56,600**

Notes

Ethan Brown is meeting with sponsors to discuss sponsorship renewals.