**Betty Erickson Carey Foundation  
Organizational Meeting Minutes**

Date: July 16, 2025  
Time: 4:35 PM  
Location: Sports Pages, 102 E Railroad St, Sandwich, IL 60548

1. Call to Order

The meeting was called to order at 4:35 PM by Temporary Chair Colton Otto.

2. Welcome and Tribute to Betty Erickson Carey

A brief tribute was given in memory of Betty Erickson Carey, followed by the reading of the foundation’s mission statement.

3. Roll Call of Founding Board Members

Present:

* Colton Otto
* Rick Whitecotton
* Sandra Koehler
* Karsta Erickson
* Krista Tetter-Barlieb
* Kyra Tetter
* Kathy Adams
* Becky Kinney

Absent:

* Lori Carey

A quorum was confirmed.

4. Introductions

Each member introduced themselves and shared their motivation for joining and supporting the foundation's mission.

5. Review and Adoption of Bylaws

The draft bylaws were reviewed and amended as follows:

* Consolidation of the Secretary and Treasurer roles
* Renaming "Director of Fundraising" to "Director of Partnerships."
* Adjustment of quorum requirement from six to five members
* Elimination of proxy voting
* Provision for virtual participation via Zoom
* Revision of Section 2 of the misconduct clause to include a 72-hour notification requirement
* Refinement of the scholarship selection process

A motion to adopt the amended bylaws was made, seconded, and unanimously approved.

6. Election of Executive Officers

The following executive officers were duly nominated and elected:

* President: Karsta Erickson
* Vice President: Krista Tetter-Barlieb
* Secretary/Treasurer: Sandra Koehler

7. Election of Additional Directors

The board held nominations and elections for the following director positions:

* Director of Community Engagement: Colton Otto
* Director of Events: Rick Whitecotton
* Director of Partnerships: Kyra Tetter
* Director of Outreach: Kathy Adams
* At-Large Members: Lori Carey (not present) and Becky Kinney

8. Conflict of Interest Disclosures

All board members disclosed any potential conflicts of interest, including city council roles or financial ties. Appropriate recusals were acknowledged and documented.

9. Resolution to Preserve Family Legacy in Governance

A motion was introduced and passed affirming a resolution to preserve the Erickson family legacy within the board’s governance structure.

10. Bylaw-Mandated Programs & Initiatives

The board discussed the following initiatives required by the bylaws:

* Organization of public CPR and Stop the Bleed training
* Launch and structure of the scholarship fund

11. Scholarship Fund Setup

An essay-based application process was approved. A Scholarship Committee was nominated and ratified by board vote.

12. Conduct & Ethics Policy

The Board Code of Ethics and misconduct protocols were reviewed. A motion to adopt the policy was made and passed.

13. Financial Oversight Setup

An internal finance and audit committee was established. The board agreed upon a timeline for producing the first annual financial report.

14. Website Transparency & Communications

It was confirmed that all meeting agendas and minutes will be posted publicly on the foundation’s website in alignment with transparency guidelines in the bylaws.

15. Planning for 30th Annual 'Under the Big Top'

Initial planning discussions were held for the upcoming event. Committee roles and potential dates were considered.

16. Initial Grant & Fundraising Strategy

The board explored strategies for local and regional outreach to support the foundation through grants and sponsorships.

17. Public Comment / Open Floor

No public comments were submitted or recorded during this session.

18. Schedule for the Next Meeting

The next regular quarterly meeting is scheduled for October 15, 2025. The board also discussed the possibility of an interim meeting to prepare for the upcoming event, though no date was set.

19. Adjournment

There being no further business, the meeting was adjourned at 6:37 PM.

Minutes Prepared By: Colton Otto  
Date: July 17, 2025