



## [HEATHER LOGELIN](#)

### President

- General questions about the SCVF
- Legal questions (endowments, donor advised funds, fund agreements, variance power, etc.)
- A person or organization with whom you think SCVF should connect
- Types of funds and/or how to start a new fund
- Working with Professional Advisors
- Community outreach – presentations to local business and civic groups
- Questions about the SCVF Board



## [MICHELLE “SHELLEY” CALVERT](#)

### Director of Operations

- Community Affiliate program
- Human resources
- Information technology
- Facilities, contracts, leases, insurance
- Accreditation (Council of Foundations, Charities Review Council)



## [SALLY HERMANN](#)

### Administrative Associate

- Grant recommendations (fund advisors, agencies, affiliates)
- Quarterly fund statements
- Monthly affiliate reports
- Accounts payable



## [HEIDI HERRON](#)

### Scholarship Associate

- Existing scholarship guidelines, application process and awards
- How to set up a new scholarship



## [EMILY LOWNSBURY](#)

### Director of Finance & Investments

- General accounting rules and practices
- SCVF financial statements/990s
- SCVF investments



## [ELLEN MONTGOMERY](#)

### Marketing Manager

- Brand standards and guidelines
- Affiliate marketing support
- Media inquiries and public relations
- Website and social media
- Story ideas for annual report, etc.



## [ANGIE PILGRIM](#)

### Director of Community Impact

- SCVF competitive grant programs
- Nonprofit capacity building (including *Consultants In Service*)
- Speaker for Conversations of the Valley
- Connecting with local nonprofits/collaborations
- Community needs data
- Other funders in the St. Croix Valley



## [STACEY RIVARD](#)

### Administrative Gifts Associate

- Gift processing/acknowledgment, including tax receipts
- Database updates (change of address, etc.)
- Mailing lists (affiliate events/fundraising letters)
- Conversations of the Valley RSVPs