
l'Étoile du Nord

French-American Heritage Foundation of Minnesota

Annual Report of French-American Heritage Foundation



St. Anthony Falls in Minneapolis as they looked when first seen by Father Louis Hennepin in 1680. Picture by Albert Bierstadt (1830-1902)

1. Background Info

In 2012, a three-day francophone festival was held from September 28-30 with events at Our Lady of Lourdes, De LaSalle High School and Saint-Boniface Catholic church. Planning and funding were organized by Dr. Virgil Benoit, professor of French at the University of North Dakota in collaboration with community members, the Minnesota Association and the National Association of teachers of French, le Centre de la Francophonie des Amériques, l'Université de Saint-Boniface, the Quebec government office in Chicago, individuals from across Canada, the US East, the Middle West, and Minneapolis and Saint Paul officials, along with assistance from colleagues of the University of North Dakota through the project IFMidwest, located at the University of North Dakota.



2012 Franco Fete Logo

After the festival, in which it is estimated 4-500 people attended, Virgil Benoit expressed an interest in wanting to make the festival a recurring event. To do this, however, it would be necessary for a Minnesota Non Profit Corporation to be formed and to be involved in putting on this festival on a regular basis.

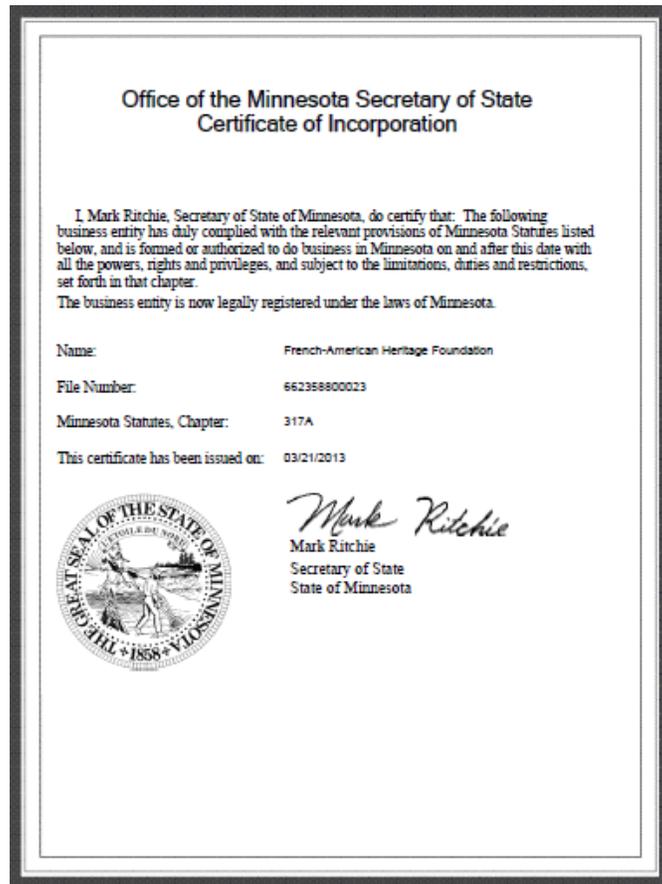
Dick Bernard, with Virgil Benoit's backing, spearheaded a number of meetings with the group of individuals from Minnesota who had assisted Virgil in putting on this festival. There were several meetings at Mike Durand's home in Burnsville in February and March 2013. This group agreed to form a non-profit organization that would be called the French-American Heritage Foundation. This Foundation would be 501(c)3 charitable organization with the primary purpose of promoting and organizing future Franco-Fete French Festival or French-American cultural activities. After much discussion, the following Mission Statement for this new organization was agreed to:

To promote and cultivate French-language cultures through education and public programming.

One of the main goals of this Foundation is to organize and sponsor future Franco-Fete French Festivals in the Twin Cities. French language cultures have played an important role in the history of Minnesota and Minnesota's connections to French language cultures continues to this day. It is important and proper that these French connections should be celebrated and remembered, both through education and public programming.

2. Non Profit Corporation

After the March meeting, Mark Labine prepared Articles of Incorporation for the new foundation and filed them with the Minnesota Secretary of State. He also prepared an IRS form SS-4 to get tax ID for the Foundation and an organizational meeting was scheduled.



3. Organizational Meeting

On April 20, 2013, an organizational meeting was held at the home of Mark Labine. The first board of directors was elected and they ratified the articles of Incorporation and discussed bylaws for the new Foundation. The tax exempt status of the organization was discussed and Mike Durand agreed he would ask the Durand Heritage Foundation board whether they would be willing to be the Fiscal Agent for the French-American Heritage Foundation until such time as the Foundation achieved its own tax exempt status. Future board meetings were discussed and it was agreed the board would meet the third Saturday of each month at 2 p.m.

All Board meetings since then have been held at the Pierre Bottineau Library. A letterhead was eventually agreed to by the Foundation, as shown below:



President
Mark Labine

Vice President
Dick Bernard

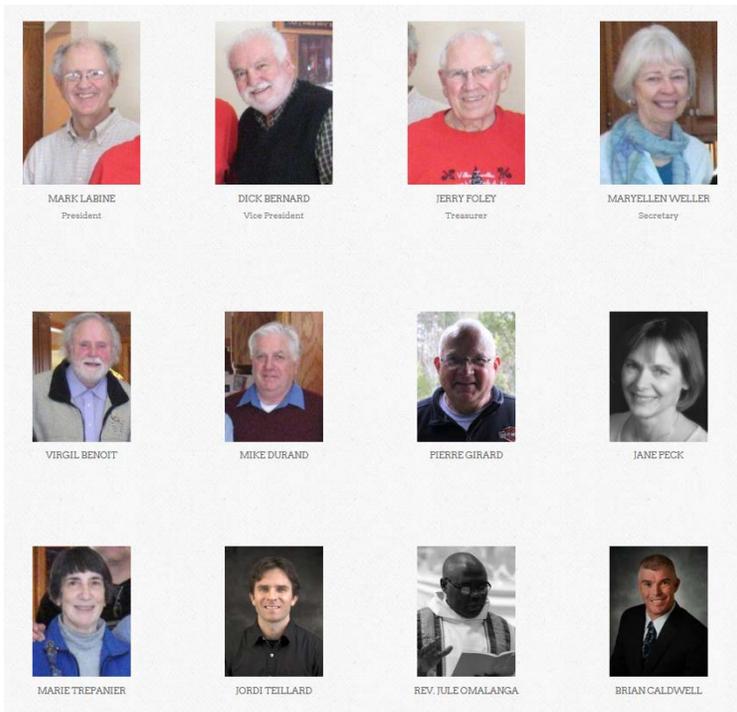
Treasurer
Jerry Foley

Secretary
MaryEllen Weller

Directors

Virgil Benoit
Mike Durand
Pierre Girard
Rev. Jule Omalanga
Jane Peck
Jordi Teillard
Marie Trepazier
Brien Caldwell

French-American Heritage Foundation Letterhead



French-American Heritage Foundation Board of Directors in December 2013.

4. Charitable Foundation

A form 1023 was prepared and filed with the IRS. This was the Foundation's application for tax exempt status.

Form 1023 (Rev. June 2006) Department of the Treasury Internal Revenue Service	Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code	OMB No. 1545-0056 Note: If exempt status is approved, this application will be open for public inspection.
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Use the instructions to complete this application and for a definition of all **bold** items. For additional help, call IRS Exempt Organizations Customer Account Services toll-free at 1-877-829-5500. Visit our website at www.irs.gov for forms and publications. If the required information and documents are not submitted with payment of the appropriate user fee, the application may be returned to you.

Attach additional sheets to this application if you need more space to answer fully. Put your name and EIN on each sheet and identify each answer by Part and line number. Complete Parts I - XI of Form 1023 and submit only those Schedules (A through H) that apply to you.

Part I Identification of Applicant

1 Full name of organization (exactly as it appears in your organizing document) French-American Heritage Foundation	2 c/o Name (if applicable) Mark Labine
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The board of the Durand Heritage Foundation agreed to be the Fiscal Agent for the French-American Heritage Foundation. A Fiscal Agency Agreement was negotiated and signed by the Presidents of both Foundations on April 23, 2013.

Fiscal Agency Agreement

Introduction

1. The **French-American Heritage Foundation** is a Minnesota Non Profit organization formed under Chapter 317 of the Minnesota Nonprofit Corporation Act on April 1, 2013. The French-American Heritage Foundation shall file a form 1023 requesting tax exempt status and it is expected that it will take some unforeseen amount of time before this application for tax exempt status is approved by the IRS.

2. The **Durand Heritage Foundation** is a Minnesota Non Profit tax exempt 501(c)(3) organization.

3. **Fiscal agency** involving nonprofit organizations is an agreement whereby a tax-exempt charitable organization agrees to accept donations on behalf of an organization that has not been granted tax-exempt status by the IRS. The IRS allows charitable deductions on income tax returns only for donations made to 501(c)(3) organizations. In addition, many foundations cannot legally make donations to organizations that are not tax-exempt under section 501(c)(3) of the IRS tax code.

The Fiscal Agency Agreement provided that Durand Heritage Foundation would open up a separate checking account under the name of the Durand Heritage Foundation and use its tax ID number. This account will be labeled the French-American Fund.

The terms of the Fiscal Agency Agreement provides that the Durand Heritage Foundation will not charge a fee or commission for acting as the Fiscal Agent for French-American Heritage Foundation. However, it was agreed that the French-American Heritage Foundation would acknowledge the contribution that the Durand Heritage Foundation has made to their organization, and shall make known to the public the support received. In addition, in the event any profit is made from the Franco Fete Festival in 2014, then the French-American Heritage Foundation shall agree to make a contribution of \$500.00 to the Durand scholarship fund.

5. Membership Structure

The next taken by the board of the French-American Heritage Foundation was to establish a means to raise funds to finance and support its mission statement. A membership structure based on the calendar year was set up as a way to solicit donations for the foundation. Three membership categories were established.

Supporting Member: \$25
Sustaining Member: \$100
Sponsor: \$500

The Membership was structured so that 100% of membership payment tax deductible. IRS rules state that membership payments are fully deductible where there are no services given to members. The hope is that people will become members on an annual basis because they support the mission statement of the French-American Heritage Foundation.

Although no services per se will be given Members, Members will be given notice of activities, receive regular news by email, and will be given an annual report each year. It is also anticipated that Members will make contributions to the website in the form of articles on French American Heritage, information about their genealogy and family history, and list any websites they know about that deal with French American Heritage. Of course, it is also hoped that members will be willing to volunteer to assist in activities the foundation sponsors in years to come, such as the Franco Fete French Festival.

6. Marketing Plan

Jerry Foley, as the treasurer of the foundation, and as a board volunteer, is working with Dick Bernard to develop a database of names, businesses etc. with French connections. Once this database is complete, the foundation plans to contact these individuals and business to invite them to become members of the foundation. As a way to assist in this marketing plan, rack cards will be printed that will provide prospective members with information about our foundation. Copies of these rack cards are shown below. These rack cards will be distributed at various locations around town to provide visibility for the Foundation.

<div style="text-align: center;">  </div> <div style="text-align: center;">  </div> <p style="text-align: center; font-size: small;">Falls of St. Anthony as seen by French Explorers in 17th Century. Painting by Albert Bierstadt (1830-1902)</p> <h2 style="text-align: center;">French-American Heritage Foundation</h2> <p style="font-size: x-small;">What's your French Heritage?? Do you have a French last name? Are you French? French-Canadian? Cajun? Metis? Haitian? French West-African? French North African? Vietnamese?</p> <p style="font-size: x-small;">Our mission is to promote and cultivate French-language cultures through education and public programming. We help people explore their French heritage through a French Heritage Library online, French culture events, and a "Franco-Fete" that celebrates the rich French cultures of the world.</p> <p>JOIN US as we celebrate our many blends of French Heritage and support us in our mission to put on a Franco-Fete festival.</p> <p style="text-align: center;">Please visit our website at fahfminn.org.</p> <div style="text-align: center;">  </div>	<div style="text-align: center;">  </div> <p style="text-align: center; font-size: x-small;">Mission Statement To promote and cultivate French-language cultures through education and public programming</p> <p style="text-align: center;">Please help Support the Foundation. All membership categories 100% tax deductible.</p> <p style="text-align: center; font-size: x-small;">Please make checks payable to: French American Heritage Fund Mail to: 1501 Rushmore Drive, Burnsville, MN 55306</p> <p style="text-align: center;">Membership Categories: Supporting membership- \$25.00 Sustaining membership- \$100.00 Sponsor- \$500.00</p> <p style="text-align: center; font-size: x-small;">Please visit website at: www.fahfminn.org. Online membership payments accepted.</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone #: _____</p> <p>Email: _____</p> <p>Membership: <input type="checkbox"/> Supporting-\$25 <input type="checkbox"/> Sustaining-\$100 <input type="checkbox"/> Sponsor-\$500</p> <p style="font-size: x-small;">I would be willing to volunteer in French-American Heritage Foundation programs and events.</p> <p style="text-align: center;">Yes: _____ No: _____</p> <div style="text-align: center;">  </div>
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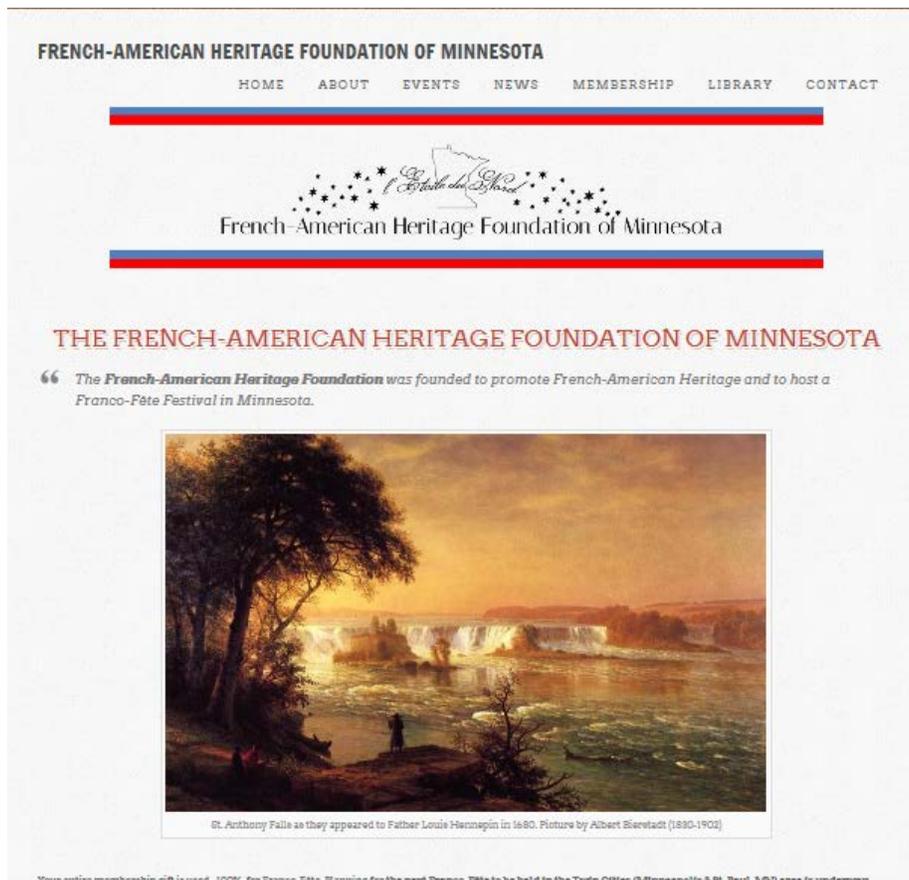
For donations or to show your support, simply write a check made payable to the French American Fund and mail to:

French American Fund
1501 Rushmore Dr.
Burnsville, MN 55306

Donations can also be made on the French-American Heritage Foundation website at fahminn.org.

7. Website

An important step in forming a new Foundation or community based organization is to form a website. After considering several alternatives, the Foundation hired Mark Lewandowski from Studio 544 to help design a website for the Foundation.



Below is the home page to this website which is located at www.fahminn.org. There are currently 17 pages on this website and they are titled as possible.

1. Home
2. About
3. Board Members

4. Mission Statement
5. Events
6. 2012 Franco Fete
7. News
8. Membership
9. Library
10. Articles
11. Books
12. Chez Nous
13. Family Websites
14. French Heritage
15. Genealogy
16. Organizations
17. Contact

Our plan is to keep the website updated on a regular basis with news about events sponsored by the Foundation. We also anticipate that over time we will develop a large database of family websites, French-American Heritage articles and books for people who want to learn more about their French-American Heritage and genealogy.

We encourage all members to send to Mark Labine at his email address: mlabine@msn.com, any websites you would like displayed at the French-American Heritage Foundation website, including family genealogy websites, family reunion websites, articles, book information, etc.

7. 2013 Financial Report

Below is the 2013 financial report for the Foundation.

Funds at Beginning of Year		00.00
Income:	Interest	.80
	Paypal Deposit	\$23.97
	Individual or Family Memberships	\$215.00
	Sustaining Memberships	\$200.00
	Sponsors	\$3,100.00
	Total Income	\$3,539.77
Expenses	IRS filing fees	\$400.00
	Web Site Expenses	\$703.00
	Logo Design Expenses	\$770.00
	Misc. Expense	\$1.00
	Total Expenses	\$1874.00
Net cash flow		\$1,665.77
Funds at End of Year		\$1,665.77

In addition to above, Mark Labine donated \$90.00 for the Minnesota Secretary of State filing fee \$67.00 to pay Kim Miller for her assistance on the Web Site, and \$25.00 to test out paypal site. MaryEllen Weller also contributed \$374.00 to pay for help in designing our Foundation logo shown at the heading of this report. These amounts are not included in the above financial report.

8. Proposed Franco Fete 2014

One of the Foundation's *raison d'être* or reason to exist is to promote and sponsor a Franco-Fete French Festival in the Metropolitan area. Mike Durand was selected as the Chair of the Franco-Fete festival committee. Different site locations were discussed but the general consensus was we desired to have the Franco Fete festival near St. Anthony Falls because of its historical significance to our French Heritage. There were several places where the festival could take place there and the board finally settled on the Historic Main Street Park on old Main Street between Hennepin and Central Avenue. See picture below:



Historic Main Street Park



Proposed Franco-Fete banner for festival



Franco-Fete Festival Logo
designed by Bruce & Jim at Rubin Cordaro Design

This location has French Heritage connections in that Father Louis Hennepin discovered St. Anthony falls in 1680 and father Hennepin Bluffs park is located just to the east of this site, and many French Canadians lived in the area in its early years. Nearby is Our Lady of Lourdes Catholic Church which has a strong French Heritage and still uses French in its worship service.



Mike Durand submitted an application by direction of the board to the Minneapolis Park board and received a commitment for a two day 2014 festival on June 28 and 29, 2014.

The Franco-Fete Festival committee has started to take steps to organize the 2014 Franco-Fete and there is much still left to be done. Bruce & Jim at Rubin Cordaro Design, Mpls MN worked with the Foundation to create a logo for the festival which is shown above. In early summer, the Foundation board made a checklist of things needed to be done to put on a 2014 Franco-Fete. Below is the checklist:

1. Get 501 c 3 approval or contract with fiscal agent. (DONE)
2. Agree on a logo. (DONE)
3. Get our website up and running. (DONE)
4. Have letter head and logos that we can use to send to potential volunteers and donors. (DONE)
5. Prepare a marketing brochure (rack card) printed that can be handed out and given to all potential members and sponsors and volunteers. (DONE)
6. Prepare a promotional rack card for Franco Fete festival.
7. Develop a list of potential donors to our organization and send out a membership solicitation to them. (DONE)
8. Develop a list of strategic partners and send out a letter to them seeking their support. We should have list prepared of all persons and organizations who will be supporting our event.
9. Find restaurant or restaurants who is willing to participate in Franco Fete Festival.
10. Find restaurant or bar who is willing to be in charge of wine and beer at festival. This is important partner and they should be represented on board.
11. Form Festival Committee (IN PROGRESS)
12. Develop list of committed volunteers for festival committee.
13. Develop list of entertainers and bands and re-enactors who either buy into the program, or who we know can perform. This will take time to develop.
14. Develop a budget and business plan as to how the festival will be funded and paid for. (approx. \$40,000)

The Franco-Fete Festival committee has much more to do and would welcome volunteers and financial support for the upcoming Franco Fete Festival. If you are willing to help in any way, please contact Mike Durand at mikdurand@msn.com. (Phone 952-481-0910).

9. 2013 Summary

- French-American Heritage Foundation Formed
 - Articles of Incorporation filed.
 - Board of Directors elected
- Fiscal Agency set up and Application for tax exempt status filed
 - Website created (www.fahfminn.org)
 - Logo selected for Foundation
 - Logo selected for Franco-Fete Festival
 - Date of tentative Franco-Fete set
 - Franco-Fete committee chair appointed

10. List of 2013 French-American Heritage Foundation Members

1. Bernard, Dick
2. Durand, Mike
3. Foley, Gerald
4. Labine, Mark
5. Weller, MaryEllen
6. Beiring, Jacqueline Demeules
7. Benoit, Virgil
8. Fillion, Barbara
9. Horn, William B.
10. Loys, Christine
11. Regis, Jacqueline M.
12. Peck, Jane
13. Ruffing, John J. and Patricia