

GRAFTON EDUCATION FOUNDATION, INC.
BOARD OF DIRECTORS MEETING
April 8, 2014

GHS Library Media Center

I. Call to Order

Bob Hoffman called the April meeting of the Grafton Education Foundation to order at 7:00 p.m. This is a regular meeting of the Board of Directors.

Directors Present: Mike Cibulka, Bob Hoffman, Julia McNally, Renee Riddle, April Shanks

Directors Absent: Mike Donahue, Karen Walton

Members Present: Kerry Feutz, Tammy Taylor, Jennifer Teunissen

II. Introduction of Guests – Bob Hoffman

No one attended the meeting for the first time.

III. Previous Meeting Minutes

Bob Hoffman submitted the minutes from the March 11, 2014 Board of Directors meeting for review. Julia McNally made a motion that April Shanks seconded to approve the minutes. The motion carried 5-0.

IV. Treasurer's Report – Mike Donahue

There was no Treasurer's report.

V. Approval of Additional Directors—Bob Hoffman

Bob Hoffman reported that Kerry Feutz, Tammy Taylor and Jen Teunissen are interested in serving as Directors of the Grafton

Education Foundation. Julia McNally made a motion that Mike Cibulka seconded to approve Kerry Feutz, Tammy Taylor and Jen Teunissen as directors of the Grafton Education Foundation. In the short discussion that followed, they were recognized for their involvement in the Foundation as well as their sincere interest in serving as a Director. The motion carried unanimously.

VI. Children's Resale – Pam Wizarde

Pam was not able to attend the meeting. It was reported that Destination Imagination will have a car wash and bake sale in front of GEF on the day of the Resale. This will be a money maker for them, and potentially could bring additional people to the Resale.

VII. Grant Committee – Karen Walton

Karen Walton reported that a grant application was received from Jean Fugate, coordinator of the Destination Imagination Program. Karen said that Destination Imagination is not eligible for funding because it is an extra-curricular activity. The current Grant Policy specifies that extra-curricular activities are not eligible for grants. In the discussion that followed, it was suggested that the Grant Committee review the existing policy and consider removing the restriction and instead rely on the Grant Evaluation Committee to evaluate which applications for extra-curricular activities are appropriate for funding.

Further discussion identified other community organizations that should be approached for funding for the Destination Imagination Program. They included Sendiks, Home Depot, and Michaels. It was suggested that a local business could donate a gift card that would be used to purchase the needed supplies at the store.

VIII. GEF Mascot Costume – Julia McNally & Renee Riddle

Renee knows someone who might be able to make the mascot costume that we have workable. Julia will be giving Renee the costume so she can have it looked at.

IX. Website Manager – Bob Hoffman

Bob reported that Steve Vepraskas has documented the skill set necessary to maintain the website. Steve is willing to meet with anyone to help with the transition. So far no possible candidates have been identified. It was suggested that Rick Seybold be contacted to see if he knows of someone who could maintain the website. In addition, Renee will place a "Help Wanted" ad in the newsletter.

X. GEF Newsletter – Renee Riddle

Renee reported that she has looked at several software packages that could be used to prepare a monthly email newsletter and maintain the list of email addresses. She is recommending Mad Mimi as it is easy to use and inexpensive. She has created a draft newsletter and will send it to everyone.

XI. Seeds to Harvest – Bob Hoffman

Bob said the he felt that the Foundation needs a second major fund raiser in addition to the Soup or Bowl and suggested that the best opportunity at this time is the Seeds to Harvest letter solicitation. He is suggesting an effort similar to last year's Seeds to Harvest project. Letters would be mailed to everyone in our data base with a postal address. We would again solicit district employees and offer a payroll deduction. We would use a more personal approach, using stamps instead of our bulk mailing permit. In addition, Directors and Members of the Foundation would be asked to submit additional names and addresses to our data base and include hand written notes on the Seeds to Harvest letter to people that they knew.

Bob said that Tracy Brogelman, Grafton High School English teacher, has agreed to write the letter, and Carol Stillmank will provide the graphics and work with the printer. Bob is looking for someone who would co-chair the project with him this year, and chair it next year. He said that he believes that eventually the profit from Seeds to Harvest will match the Soup or Bowl profit.

XII. Data Base Coordinator – Bob Hoffman

The Foundation would like to capture the following information for each entry in one or more data bases:

Email address
Postal Address
Identification of whether or not entries are Alumni
Contributions received

Kerry Feutz has been analyzing data bases that might meet our needs cost efficiently.

Renee Riddle stated that Mad Mimi does capture email address in addition to facilitating the creation and distribution of a newsletter. She said that she would look into whether Mad Mimi could also serve as a data base for postal addresses and contributions received.

This is an ongoing issue that will be talked about at a future meeting.

XIII. Nominating Committee Report – Bob Hoffman

Bob reported that he will be offering the following five candidates for officers at the elections at the May meeting.

President – Julia McNally
President Elect – Mike Cibulka
Past President – Bob Hoffman
Treasurer – Mike Donahue
Secretary – Kerry Feutz

XIV. Expectations of Honorary Directors – Bob Hoffman

A discussion of the expectations of Honorary Members will be held at a future meeting.

XV. Additional Committee Reports – Bob Hoffman

Renee reported that she has received information from each principal on the GEF banner to be installed at their school. Different sizes were selected. The total cost of the five banners is \$480. A motion was made by Renee Riddle that was seconded by Kerry Feutz to approve the purchase of five banners at a cost of \$480.

XVI. Other Matters – All

Kerry Feutz said that as Foundation Secretary she would monitor the Foundation's Gmail account and distribute the messages as needed.

XVII. Adjournment – Bob Hoffman

Mike Cibulka made a motion that April Shanks seconded to adjourn the meeting at 8:55 pm. Motion carried unanimously.

Respectfully submitted
Bob Hoffman
Interim Recording Secretary