**GRAFTON EDUCATION FOUNDATION, INC.**

**BOARD OF DIRECTORS MEETING**

**August 14, 2012**

GHS Teachers’ Lounge

1. **Call to Order**

B. Hoffman called the meeting of the Board to order at 7:04 p.m. This is a regular meeting of the Board of Directors.

Voting Board Members Present: Mike Cibulka, Bob Hoffman, Lisa LaMaster, Renee Riddle, Steve Vepraskas, Shawna Parsons, Julia McNally, Mike Donahue

Voting Board Members Excused: Abby Schroeder

Non-Voting Board Members Present: April Shanks, Cristy Bauer

Guests Present: Steve McDonnell, Dick Best

1. **Previous Meeting Minutes**

R. Hoffman submitted the minutes from the July 10, 2012 meeting for review. L. LeMaster made a motion, M. Cibulka seconded to approve the minutes. The motion carried 8-0.

1. **Treasurer's Report**

M. Donahue presented financials as of July 31 2012. Approval moved by S. Vepraskas, seconded by M. Cibulka. Approved 7-0.

1. **Children's Clothing and Toy Resale**

S. Parsons reported that ads will start this week in the Guide and will be repeated closer to the date of the sale. Other avenues to publicize the event are also being explored. There was discussion of other activities to run during the sale. R. Riddle will organize a bake sale and M. Donahue and D. Best will organize a brat fry. Excess materials will be donated to Goodwill. It was noted that a new sign for event publication was crafted and donated by S. Kittleson, a retired educator.

1. **Cider Stands**

R. Riddle reported that materials were distributed through school registration. She noted the materials and prizes from Sendik's and US Bank in support of the project. There is up to a $500 profit match available to the Foundation.

1. **GEF Website Maintenance**

S. Vepraskas reported on the progress of the effort to update and enhance the website. He described a number of the efforts being undertaken in the areas of graphics, hosting and accessibility.

1. **Alumni/Friends Newsletter**

R. Hoffman noted that September 10 2012 is the last day to add new names so that production can begin mid-month with a targeted publication date of October 1 2012. Currently there are two alumni preparing articles for this issue. There will also be an active push within this issue to raise funds from those on the distribution list.

1. **Seeds to Harvest 2012**

R. Hoffman led a detailed discussion of work being done and progress being made in a number of areas. One general topic that was discussed was whether it would be a good idea to take the year off and resume the effort in 2013 with more planning and preparation time. After some discussion, it was concluded that we would move forward with a program for 2012.

Raffle items: Currently there are very few items and only one that would be considered high value. We will need more if this part of the program is to be successful. Tickets still need to be prepared and printed. This led into a long discussion of the value of sponsorship v. raffles as a fund raiser. There was discussion of "Apple Basket" raffles instead of major items. M. Cibulka suggested we prepare a wish list of great prizes to help us aim our efforts. R. Hoffman led a discussion of how to establish a sales window period.

Sponsorships: M. Cibulka reported he's close to done revising the form and reformatting his list of potential sponsors. There was a discussion of how to recognize the sponsors and publicize their support. The Board also discussed the potential sponsorship fee levels in relation to the value a sponsor might derive from signing on with GEF. Mike identified five major areas for which he will solicit sponsors.

Entertainment: S. Vepraskas reported on the results of his research into the cost of live entertainment and the logistical support that would need to be supplied. There was extensive discussion about the use of tents, esp. given the costs and the limitations of space in the Park. He also reported that they are working on obtaining a sound system. It was agreed that it would be a good idea to plan some form of children's games in addition to the other entertainment choices.

Food Trucks: The proposed vendor application was discussed and some minor modifications were suggested. A concern was expressed about obtaining enough vendor trucks. The sense of the group was that we should be able to get the trucks we need. It was suggested that we make provision for some local food options to supplement the offerings in the trucks. It was suggested that Soup and Soup Bowls (from the kiln purchased with grant money) would be a good alternative with a solid GEF tie-in.

It was decided that there were enough loose ends that a special meeting of the Board as a committee of the whole for this project should be held August 29 2012 at Grafton High School.

1. **Other Matters**

R. Hoffman reported that calling lists are being consolidated to a database that should be very helpful as we need to contact those who support GEF and our efforts. J. McNally reported that Portraits in the Park will be September 9 2012 at Lime Kiln in Grafton.

1. **Adjournment**

Motion to adjourn was made by M. Cibulka, seconded by M. Donahue at 8:58 pm. Carried 8-0.

Respectfully submitted,

Steve McDonnell

Secretary pro-temp