

**Northwestern Lehigh Educational Foundation
Meeting of the Board of Directors
Minutes for April 6 2015**

Clare called the meeting to order at 7:00pm and requested any changes to the meeting agenda. No changes were made.

Members Present: Clare Coupe Scott, Steve Prange, DJ Wolbert, Judy Henry, Val Creitz, Tim LeBrecht, Eric Andreus, Steve Feniour, Dan Macaulay, Jane Hathaway, Tina Talago, Jayson Boushell

please remember to sign in

Guests Present: Bill Dovico, Erin Allen, Leann Stitzel

Bill Dovico, MS principal gave a presentation on the new STEAM Initiative – science, , math, technology, engineering, and art that build upon each other in the real world. They want to create a Makerspace within the MS library. Makerspace is a place where students can come and experiment and learn things that will extend into the classroom. The Foundation requested a prioritized list of items needed and a plan for future needs. It was unanimous among the board members that this would be something the board would hope to be able to help fund. Clare asked Leann to prepare a proposal to submit this project for EITC funds.

Approval of the Minutes: Judy motioned to approve the minutes, Val seconded, the motion carried

Communications: lots of junk mail – three checks from United Way totaling \$239.50. Clare asked if we could see about direct deposit. New Tripoli Bank check for \$1000 for the 5K Run – Certified mail from the IRS – 990's were received late and they are assessing a penalty. Steve Prange will contact both the IRS and the accountant to try and waive the penalty. Thank you letters went out to Plantique, 309 Auto, Trident Mortgage, Dellicker Strategies & M/M Anderson.

Report of the Treasurer: Feb –Mar Applebee's income and related expenses netted \$1578.32 – starting to receive registrations through paypal for the 5K run and sponsorship funds \$910.00. General donations \$1774.73 – Interest \$53.20 for a total income of \$4316.25.

Expenses - \$700 for shirts and \$20.04 paypal CC Fees. Allocations total \$20,653.13. Cash balance of \$95,288.02. Steve F motioned to approve Tina approved report, the motion carried

COMMITTEE REPORTS

Fund Development: 5K run – email Jayson your sponsorship commitments ASAP. Pretzel City is all ready, we will need deposit check. Fflyers went out to the schools. Fund Development committee met with Justin Smith at the golf course, he is taking a behind the scenes roll – Jayson will take over managing the tournament. We will make changes to the menu to keep the costs in-line with previous years. Clare will give Leslie Frisbee Jayson's contact information she can continue soliciting sponsors for the tournament.

Alumni: no report

Governance: An application was received for a new member – Meredith L Prange. We discussed her application/qualifications. A motion was made to approve her application by Steve Feniour, Jane 2nd approved motion, the motion carried. Welcome Meredith!

Allocation: EITC update – science club requested \$500 for funds for state competition to support upgrading their transportation – district will supply a school bus but they want to go on a Bieber Bus. Students raised \$1400 toward this event. There was discussion if this met our criteria for funding. DJ motioned to deny the request because they are a team that is funded by the district. Jayson seconded –the motion carried. Clare will send a letter to the Science Club.

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EITC update: Dan reports we are a month away from renewal – two year donors can now renew by May 15th – hoping to maintain our donor giving.

Clare received a letter from the local ESSA introducing us to their foundation – they have a grant application process that funds projects that benefit the community. Clare is hoping to submit a proposal to replace the gymnasium floor. If we receive funding we won't be eligible again for another 3 years.

Old Business: no report

New Business: Jane would like to step down as secretary. Val volunteered to be the new secretary. Jane will provide her with supporting documentation. DJ voiced a concern that Val already does all our PR. A suggestion to create a Marketing/PR team to spread some of the responsibilities to other board members was suggested. Jayson motioned made to approve Val as the new secretary, Jane seconded, the motion carried. Thanks Val!

Steve is motioned to approve paying the late penalty with the IRS if we exhaust all options to have it removed. Tim, seconded, the motioned carried.

Steve F will check on registration for Night in the County.

2014 Event Dates

- Sat. May 23rd – 5K Run
- Fri. Aug 14th – Golf Tournament
- Sat. Aug 15th – Night in the Country
- Sun. Oct 25th – Clay Shoot

Fund Development Meeting Dates

- ✓ May 13th

Next Meeting Dates

- ✓ Jun 1st
- ✓ Aug 3rd
- ✓ Oct 5th
- ✓ Dec 7th

Dan made a motion to adjourn the meeting at 8:45pm, Val seconded the motion, the motion carried.