



MARS PLANET FOUNDATION

May 10th, 2023 Meeting Minutes

Board Members	Present	Ambassadors	Present
Beth Ziegler – President	X	Diana Jacoby	
Carol Knox – Vice President	X	Jenn Giesler	
Amy Riggio – Treasurer	X	Bethany Ratcliffe	
Tricia Holland – Secretary	X	Robin Parsons	X
Kevin Hagen	X		
Liz Porco			
Lee Ann Riner	X		
Jenn Stuber	X	MASD Admin	
Doug Wolf		Dr. Elizabeth McMahon	
Vickie Zaccari	X	Alternate School Board Member	
		Nicole Thurner	

The meeting was called to order at 6:36pm.

Meeting Minutes – The Meeting Minutes from April 21st, 2023, were discussed.

- ❖ Carol Knox motioned to approve the minutes as presented, seconded by Kevin Hagen. The meeting minutes were unanimously approved.

Treasurer Report – Presented by Amy Riggio

- ❖ The Foundation financial report was sent via e-mail.
 - Awaiting a check from Clear Vision to determine final total for the Walk Around Mars fundraiser.
- ❖ Budget
 - Discussed working on the 23-24 school year budget at the June meeting. Tentative budget to be presented.

Scholarship Report – Presented by Lee Ann Riner

- ❖ Awards Ceremony update (Wednesday May 17th, 4:45pm arrival)
 - All details are finalized for the awards ceremony. MPF Board Members are expected to arrive by 4:45pm to help with greeting and any other job necessary. Just-In-Thyme will be providing centerpieces, tablecloths, and handling refreshments/food.
 - Katie Caruso will be present to take pictures of the event.
 - All scholarship presenters have received an email with a copy of the scholarship they will be presenting. These presentations will be in a binder at the podium. Scholarship presentations will be in alphabetical order.
- ❖ Discussed vo-tech scholarships.
 - Discussed tweaking scholarships to get more applicants.
- ❖ Discussed Swim & Dive scholarship.
 - In the future, perhaps we need to request scholarship money to be provided prior to a specific date.

Teacher Enrichment Grants – Presented by Carol Knox

- ❖ Battle of the Books will be held May 18th 2023 at 9:30am. Please let Carol know if you are interested/available to attend on behalf of the Foundation.

Fundraising Reports – Presented by Carol Knox

❖ AppleFest

- AppleFest will be held on Saturday October 7th 2023. Discussed selling pop and tattoos.
- Discussed creating a Marty logo that can be utilized with more MPF promo materials than just the Walk.
 - Carol Knox to reach out to Katie Caruso.
- ALL BOARD MEMBERS – Carol and Beth will be out of town for AppleFest. Please check your calendars and e-mail your availability to Carol, within the next two weeks. We will need all hands on deck to operate the Foundation’s tent at AppleFest.

❖ Walk Around Mars

- Plan to discuss the Walk Around Mars wrap-up at the June meeting.
- Briefly discussed outstanding prizes. Carol Knox will be reaching out to coordinate meeting times with each winner.
- Discussed e-mailing newsletters to the sponsor businesses. We could also offer to print some newsletters if a business is interested in having some in their waiting room.
- Discussed Walk Around Mars sponsor banners.
- Discussed Walk Around Mars survey e-mailed to all walkers. Kevin Hagen will send a text message reminder about the survey to all walkers towards the end of the week. The survey will be open through Sunday.

❖ Mars Area Glow Dance-A-Thon

- Karski & Spokane Orthodontics are looking to host a fundraiser for the Foundation. In the process of working through high level details with Carol Knox.
- Proposed having this fundraiser in the late winter/early spring of 2024.
- Participants would commit to dancing for a certain period of time, and ask their friends, family, and local businesses to support them.
- Partnership with Karski & Spokane Orthodontics would cover all expenses such as decorations, prizes, t-shirts, flyers, drinks/snacks, etc.
- More information to come.

EITC Report

- ❖ Discussed contacting previous EITC donors in Butler County to notify them of our EITC status.
- ❖ Discussed reaching out to prospective EITC donors from last year.

Technology Report – Presented by Kevin Hagen

- ❖ Discussed the MobileCause platform and the text messages being sent to participants.

Communications Report – Presented by Jenn Stuber

❖ Banners

- Waiting for invoice from Frank Tigano.
- Banner process has been revamped. Currently offer two types of banners (Corporate and Booster). Discussed potential to differentiate levels for our Corporate banners.
- Banners for the booster organizations will stay the same at \$200.
- Discussion regarding Scoreboard – The School Board is interested in taking over responsibility for advertising on the scoreboard. If the Planet Foundation is interested in keeping the scoreboard advertising responsibility, then a written plan would need to be submitted. Discussed leveraging the scoreboard for both groups.
 - Kevin Hagen to present a proposal re: the above to the School Board where the Foundation would receive 20% of the revenue from scoreboard sales.

- ❖ Social media
 - Discussed upcoming posts and plans for summer posts.
 - Discussed a yearly recap of teacher grants and money given.

New Business

- ❖ Discussed the process of recruiting new board member(s)/ambassadors. Discussed filling the open board seat at the September meeting.
- ❖ Discussed purchasing lanyards for professional events.

Carol Knox motioned to adjourn the meeting, seconded by Kevin Hagen. The meeting adjourned at 8:01 pm.

The next meeting will be Tuesday, June 20th 2023, at Discovery Church.

Respectfully submitted by,

Tricia Holland
MPF Secretary