

Mars Planet Foundation Board Meeting Minutes

January 19, 2021

Board Members	Present	Ambassadors	Present
Kevin Hagen	X	Cara Schultz	X
Wyatt Lee	X	Becky Brown	
Andrea Bowser	X	Megan Lenz	
Tricia Holland	X	Robin Parsons	X
Christine Valenta	X	John Neurohr	
Vickie Zaccari	X	Diana Jacoby	
Dayle Ferguson	X	Katie Caruso	
Carol Knox	X		
Rochelle Seideneck			
Dr. Elizabeth McMahon	X		

The meeting was called to order at 6:37pm

The Meeting Minutes from November 17, 2020 were approved

The 1st Meeting of the new year and reorganization of Mars Planet Foundation Board Membership.

Tricia Holland was appointed to Open Board Position

Cara Schultz has moved to Ambassador Position

Election of 2020 Officers

Kevin Hagen -President

Wyatt Lee - Vice President

Tricia Holland - Secretary

Andrea Bowser - Treasurer

The 2021 Meeting Dates were listed as 3rd Tuesday of each month. The Administration Board Room is scheduled through May. Dr. McMahon will inquire to see if use of facilities is available in the summer months.

2021 Mars Planet Foundation Committees

Teacher Grants - Carol Knox

EITC - Kevin Hagen

Scholarships - Vickie Zaccari and Megan Lenz (coordinator)

Fundraising - Christine Valenta & Rochelle Seideneck

Golf Outing - Wyatt Lee

Banners - Wyatt Lee

Dolly Parton Imagination Library - Wyatt Lee

Website - Wyatt Lee

Communications - Kevin Hagen

Scholarships:

MPF approved the scholarship amounts for Class of 2021:

Mars Planet Foundation Scholarship: \$2,500

Kean Foundation Scholarship for the Arts: \$2,000

Kean Foundation STEM: \$2,000

MPF also discussed adding an additional scholarship to award School Spirit and Positive Citizen. This scholarship would be a selection by nomination process and not via submission. Amounts and criteria to be further discussed and reviewed.

Teacher Grants:

Turnitin: Dr. McMahon

Turnitin is a plagiarism app that scans documents to alert teachers if an assignment has been copied or lifted from the Web. MASD has already ordered Turnitin for the High School and Dr. McMahon inquired if MPF would like to sponsor the purchase.

The board voted to table a formal Vote and revisit the data after the program has been utilized

Treasurer Report - Andrea Bowser:

Andrea had emailed the MPF members a current financial statement. Andrea noted that

- Funds were received in the amount of \$5,000 from The John and Carrie Austin Family Fund in memory of Cody Kier, class of 2007. There are no use designations for this contribution.
- Funds were received in the amount of \$10,000 from the Butler County Grant Application.
- Our dinner initiative has earned \$1,390 from Just In Thyme Catering and \$301.41 from Moe's.
- The 2021 grant for The William Neel Memorial Scholarship was funded with \$5,000
- Nextier EITC grant of \$15,000 was received

Dolly Parton Imagination Library -

Wyatt Lee will notify DPIL via email to turn off the MPF subscription before February. The current amount due requires funding of \$507.86 for 257 books for the January mailing. Tricia Holland will draft a letter of termination to all Mars DPIL subscribers.

EITC Report - Kevin Hagen:

Kevin stated that the EITC renewal application has been submitted and received. The Planet Foundation will continue to research local businesses with EITC funding.

Fundraising:

The Fall 2020 dinner initiatives have raised \$1,390 from Just In Thyme Catering and \$301.41 from Moe's

Upcoming Events:

Spello (Family Take Out Night) Proposed Date: February 18th

Spello would offer 3 Lasagna options with salads to feed a family of (4) four. Pricing: \$35 Pomodoro Lasagna & \$45 Bolognese Lasagna. Ala Carte Wine to go would also be an option. MPF would receive 10% of each order. Spello would handle all order taking and assist with social media promotions for the event. Christine will determine if gratuity is included and if any MPF assistance is needed.

Walk Around Mars - Committee: Carol Knox, Christine Valenta, Tricia Holland, Vickie Zaccari

Carol Knox provided a recap of the upcoming event details including Theme Weeks, Awards, Committees, and Sponsorships. The presentation is attached for review. **All MPF Members and Ambassadors are asked to sign up for a committee:**

- Planning Committee/T-Shirt Committee – Vickie, Carol, Tricia
- Website Committee – Wyatt
- Sponsorship Committee – Christine
- Registration(Swag Bags) & Awards Committee – Rochelle, Diana, Cara
- School Liaison Committee – Vickie & Megan
- Alumni Committee – Dayle & Carol
- Advertising/PR – Katie

T Shirts -

- - Insta Print in Cranberry has provided the best pricing, \$8.30 per shirt, front and back printing.
- - Because of the colors used in the logo, white t shirts will be the cheapest option for printing
- - Two to three week turn around time to print shirts
- - 50% down, 50% at time of pick up
- - suggested to order 5-10% extra

Website

- - Wyatt has website up: <https://app.mobilecause.com/vf/WalkAroundMars>. Please take a look and become familiar with the site.
- - Don't share website address with public just yet. Still fine tuning some areas
- - Board members can begin to register!
- - We are also urging people to sign up as teams to compete against each other!

School Liaison

- - Vicki is going to contact teachers at each school who received a grant from the foundation to see if they would be our contact person. Also reaching out to phys ed teachers at each school
- - Vicki and crew not only pushing the theme weeks, but also competition between schools and between teachers, staff at each school.
- - Katie Caruso will be working on posters and cut outs of our Martian logo to hang in the schools

Alumni

- - Dayle, Carol and Robin will be developing a letter to send to Mars alumni promoting walk
- - Wyatt working on uploading existing alumni emails addresses.
- - Alumni will be asked to cover the shipping cost of shirt if out of state
- - Will reach out to past scholarship winners, list received from Becky Brown. Looking for additional scholarship recipient names from the guidance counselors at the high school

Swag Bag and Awards

- - Will reach out to Rochelle to review what is required with this committee.

Sponsorship

- - Christine has already secured some t shirt sponsors
- - Board members are urged to review the business lists sent by Christine to see if there is a business they have a relationship with or would like to approach for sponsorship
- - Pamphlet and sponsorship letter will be given to each business. Both should be ready by early next week,
- - Discussed sponsorship levels.

The board discussed the details of the sponsorship levels:

Blue: \$100 (target to receive an inflatable Martian)

Gold: \$250

T-Shirt: \$500

Event / Title Sponsor: \$2,000

Dayle Ferguson suggested that MPF present the "Walk Around Mars" event, concept, and challenge at the upcoming MASD School Board Meetings and Township Meetings. The presentations will generate more teams, awareness, and sponsor opportunities.

New Business:

The board discussed Proposed Bylaw changes. These changes will take vote at the next meeting and ratify by March 2021.

Section 1.03. Fiscal Year. The fiscal year of the corporation shall begin on the 1st day of ~~January~~ **July** each year.

Section 2.02. Qualification and Selection. [a] Three (3) directors shall be current members of the Mars Area School District Board of School Directors and who shall be appointed annually by the Mars Area School District Board of School Directors. [b] (no changes) [c] The Superintendent or Assistant Superintendent of the Mars Area School District shall be an ex officio, non-voting member of the Board.

Section 2.03. Term of Office. Each director appointed from among the residents of the Mars Area School District shall hold office for three (3) years until his or her successor shall have been elected and qualified, or until his or her earlier death, resignation, or removal. The terms of two (2) directors shall end each year. ~~The directors initially appointed from among the residents of the Mars Area School District shall serve initial terms as follows: three shall serve for one (1) year; three shall serve for two (2) years; and three shall serve for three (3) years. Thereafter, all directors shall serve for terms of three (3) years~~

Vickie Zaccari also presented the option of expanding the MPF board. Vickie shared the board sizes of other districts: NA-17, Pine Richland - 17, Butler - 31, and Seneca - 15.

The meeting was adjourned at 9:26pm

The next meeting will be Tuesday, February 16th at the Administration Building

Submitted by:

Cara Schultz Mars Planet Foundation