



# MARS PLANET FOUNDATION

## October 18<sup>th</sup> 2022 Meeting Minutes

Board Members	Present	Ambassadors	Present
Kevin Hagen	X	Diana Jacoby	
Tricia Holland		Jenn Giesler	
Carol Knox	X	Bethany Ratcliffe	
Stacey Palmer		Robin Parsons	
Amy Riggio	X	Liz Porco	
LeeAnn Riner	X		
Rochelle Seideneck			
Jenn Stuber	X	<b>MASD Admin</b>	
Doug Wolf	X	Dr. Elizabeth McMahon	
Vickie Zaccari	X	<b>Alternate School Board Member</b>	
Beth Ziegler	x	Jennifer DiCuccio	

The meeting was called to order at 6:35pm.

**Meeting Minutes** – The Meeting Minutes from September 20<sup>th</sup> 2022 were discussed

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

**Teacher Grant Report** – Presented by Carol Knox

- ❖ Presentation to staff has been postponed to early November.
- ❖ Teacher Grant presentation for this evening was cancelled because LEFCON funded the project.
- ❖ All teachers who have received teacher grants within the past 6 months have been contacted so the Foundation can take pictures and receive feedback from the grants. All pictures will be uploaded to the Share Drive.
- ❖ Per Amy Riggio, no invoices from the district have been received yet.

**Treasurer Report**

- ❖ The Foundation financial report has sent via e-mailed.
- ❖ Beth Ziegler questioned the differences between the treasurer report and EITC report.
  - Kevin Hagen to provide additional information to both Beth Ziegler and Amy Riggio.
- ❖ Fiscal year runs July to June, following the fiscal school year. EITC tracking will be easier. An adjustment of \$15,000 occurred due to the July 1<sup>st</sup> deadline.
- ❖ The Foundation needs to be focused on spending 80% for this year.

**Scholarship Report** – Presented by LeeAnn Riner

- ❖ Scholarships for the 2022-2023 school year are in the process of being confirmed. The Kimberly Young Memorial scholarship will be increased to \$1,500 per year.
- ❖ Criteria was sent regarding the School Spirit scholarship. LeeAnn Riner will follow-up with Mrs. Roswell to determine what the best way to conduct the scholarship.
  - All Board Members agreed that an alternative to an essay should be pursued.
- ❖ The Backstop Baseball Booster scholarship for \$2,500 will not be managed by the Foundation.
- ❖ Once the scholarship criteria is finalized, the documentation will be posted to the MPF website.
- ❖ Amy Riggio will follow-up on scholarships where the money is not being held by the Foundation. Briefly discussed potentially opening a second account to hold the scholarship monies.
- ❖ The Owner's of Just In Thyme are Mars parents and have generously offered to work with us on the banquet. They have offered to provide tables and linens. They recommended selecting a

“Chef’s Choice” for hors d’oeuvres. We wouldn’t know what those items were until the week before but it would keep the cost down. Desserts would be available under a different price set.

- ❖ \$2,500 was typically allocated for the Awards Banquet but have not been in the budget over the past few years.

### **Fundraising Reports**

- ❖ Banners – update provided by Jenn Stuber
  - Jenn worked with Wyatt and Jenn to understand what occurred with banners in the past and then create a plan going forward.
  - The MPF website will be updated with the new process.
  - Booster organizations will be contacted about the opportunity.
- ❖ Fun Slides – update provided by Vickie Zaccari
  - Approximately 10 families attended. The owners will mail a check to the Foundation PO Box.
- ❖ Applefest – update provided by Carol Knox
  - 1<sup>st</sup> year the Foundation attempted to sell items.
    - Candy did not sell but the soda was very successful. Recommend selling the soda again next year.
  - Tattoos captured the attention of younger families giving the Foundation an opportunity to speak with parents. Many were surprised by how much the Foundation funded.

### **EITC Report**

- ❖ No new funding due to all slots being filled. Identified a few businesses have been identified for the upcoming year. Beth Ziegler and Doug Wolf will work on securing them.
- ❖ Discussed discrepancy between the financial statement for EITC funds and the report returned from the State.
  - Per Kevin Hagen it was due to the change of fiscal year and covid. Kevin to provide additional information to Beth, Doug, and Amy.
- ❖ Proposal for literacy has been resubmitted.
- ❖ Discussed covering AP exams: if the student received a 5 they would receive a 100% reimbursement; 4 or 3 would receive a 75% reimbursement; a 2 would receive a 50% reimbursement.
- ❖ Discussed college in high school refunds.
  - Beth Ziegler will reach out to Mrs. Roswell for more information about the numbers and costs.

### **Technology Report**

- ❖ MobileCause/GiveSmart(see proposal) – presented by Kevin Hagen
  - MobileCause offered a hold year on pricing as they are being switched over to a new company.
  - Doug Wolf recommended requesting a month by month contract. Doug motioned to not renew MobileCause in January.
  - There are CSV files of the contacts that we are able to extract from MobileCause.

### **Communications Report**

- ❖ Social Media – presented by Jenn Stuber
  - The new Teacher Grant photos will be posted as soon as they are received.

- ❖ Newsletter

- Kevin Hagen updated the website and has a file with subscribers for the newsletter which we can utilize in the future.

**Event Reports – Presented by Carol Knox**

- ❖ No report

**New Business**

- ❖ Board Seat Opening – Liz Porco has submitted her resume for consideration.
- ❖ Just In Thyme is open to doing dinners to go.
- ❖ Discussed the Tuff Run fundraiser idea. Butler had raised \$17,000 with 21 obstacles. Someone from the community made/donated all obstacles. Discussed forgoing this fundraiser at this time.
- ❖ Discussed concerns with budget if we do not host a big fundraiser. Recommended implementing the Walk Around Mars fundraiser with changes on how to simplify and engage more people.
  - Discussed ending the walk during a celebration downtown with food trucks

LeeAnn Riner motioned to adjourn the meeting, seconded by Doug Wolf. Meeting adjourned at 8:40pm.

The next meeting will be Tuesday, November 15<sup>th</sup> 2022, in the Board Room at the MASD Admin building.

**Respectfully submitted by,**

Jenn Stuber