



# MARS PLANET FOUNDATION

## March 15<sup>th</sup> 2022 Meeting Minutes

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

The meeting was called to order at 6:38pm.

**Previous Minutes** – The Meeting Minutes from February 15<sup>th</sup> 2022 were discussed.

- ❖ Doug Wolf motioned to approve, seconded by LeeAnn Riner. The meeting minutes from the February 15<sup>th</sup> 2022 meeting were unanimously approved.

### Treasurer Report

- ❖ Profit & Loss spreadsheet has been e-mailed as well as our Financial Statements from our Accountant.
- ❖ Brief discussion of current balance.

### New Committee Chair

- ❖ **Enrichment Grant Chair** – Carol Knox
- ❖ **EITC Chair** – Beth Ziegler/Doug Wolf
- ❖ **Technology Chair** – Kevin Hagen/Jenn Stuber
- ❖ **Communications Chair** – Jenn Stuber/Rochelle Seideneck
- ❖ **Scholarship Chair** – LeeAnn Riner/Vickie Zaccari
- ❖ **Fundraising Chair** – Stacey Palmer

### EITC Report - Kevin Hagen

- ❖ Kevin Hagen to transition the EITC role to Beth Ziegler and Doug Wolf this month.
- ❖ EITC application is still outstanding.

### Scholarship Report – e-mail from Megan Lenz

- ❖ Megan will begin assigning groups to review scholarships over the next few weeks.
- ❖ The Awards Banquet will be held in-person at the High School Auditorium on Wednesday May 4<sup>th</sup> 2022. MPF Board Members should plan to arrive by 6:00pm with the ceremony starting at 6:30pm. All Board Members should notify Megan Lenz as to whether or not they will be attending to represent the Foundation.

### Fundraising Reports

- ❖ Signage discussion – Baseball has inquired about purchasing signage again. Stacey Palmer to work with Rochelle Seideneck and Jenn Stuber to redefine this process.

## **Technology Report**

- ❖ No Report.

## **Communications Report**

- ❖ Social Media posts on the Foundation's Twitter, Facebook, and Instagram accounts occur multiple times a week. The number of people interacting with our sites have increased significantly. Please send any new content to Jenn Stuber ASAP.

## **Event Reports**

- ❖ No Report.

## **New Business**

- ❖ Pittsburgh Foundation – Multiple questions were raised regarding the Pittsburgh Foundation. Amy Riggio will send a copy of the contract to Stacey Palmer. Jenn Stuber to reach out to a contact at the Pittsburgh Foundation for guidance.
  - What are the stipulations and rules around this money? Does this money accrue anything annually? The Foundation would like a thorough understanding of what the Pittsburgh Foundation does for us.
- ❖ Discussed the importance of establishing clear guidelines for the board to follow with regard to Teacher Enrichment Grants and utilizing the EITC funding. Tricia Holland proposed establishing a committee for the next month to assemble recommendations to be presented to the board for voting. Once these guidelines are established, the Foundation can publish new material to the MASD Teachers, MASD Administration, and the public.
  - Liz Porco offered to work with Carol Knox on the Teacher Enrichment communication documents once guidelines are redefined.
  - Discussed different ways to re-establish connections with the teachers and the community.
    - Discussed ideas for reaching out to teachers – individual cookies with letter re-introducing ourselves and establishing a direct contact from the Foundation as well as a copy of the grant. Discussed utilizing Mars parents to create cookies/signs in attempt to build rapport with local community.
    - Discussed potential of having a committee created to assist with teacher grant inquiries.

Tricia Holland motioned to adjourn the meeting, seconded by Doug Wolf.

Meeting adjourned at 8:10pm.

The next meeting will be Tuesday, April 19<sup>th</sup>, 2022 at the Administration Building.

**Respectfully submitted by,**

Tricia Holland

MPF Secretary