



MARS PLANET FOUNDATION

March 19th 2024 Meeting Minutes

Board Members	Present	Ambassadors	Present
Beth Ziegler - President	X	Lee Ann Riner	
Doug Wolf – Vice President	X	Jenn Giesler	
Amy Riggio - Treasurer	X	Bethany Ratcliffe	
Tricia Holland - Secretary	X	Robin Parsons	
Maura DiGioia	X	Helianna Galvis-Orr	
Kevin Hagen	X		
Carol Knox			
Liz Porco	X	MASD Admin	
Aaron Rose	X	Dr. Elizabeth McMahan	
Kim Vandall	X		
Vickie Zaccari	X		

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

Mars Robotics Association Presentation - Jeff Beckstead - President

- ❖ Mars Robotics Association is interested in partnering with the Foundation on a Mini Golf fundraiser to occur prior to end of school year. Next steps would be to assemble a small group of representatives from both organizations to begin building this fundraiser.
 - Kevin Hagen will be point of contact.
- ❖ Discussed potential for tents, raffle baskets, food trucks, etc.

Teacher Enrichment Grant Report – Presented by Liz Porco

- ❖ Teacher survey – will be sent 03/20/24 to the building principals. Survey will close April 3rd. Gift cards will be distributed to building principal for winning teachers.

Meeting Minutes – The Meeting Minutes from February 20th 2024 were discussed.

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

President’s Report – Presented by Beth Ziegler

- ❖ Meeting Re-cap with Dr. Gross and Dr. McMahan
 - With respect to lack of teacher grant applications, the feedback received included:
 - Time of meetings
 - Perception of high “rejection rate”
 - Perception of only funding STEAM projects Goal: Re-educate teachers about parameters for approving grants, ease of application process, willingness to discuss grant ideas before formal application, willingness to adjust meeting/presentation requirements as necessary for teacher schedule, and our high approval rate.
 - Discussed district representative – Dr. McMahan will be available by phone each foundation meeting if a question arises.

Treasurer Report – Presented by Amy Riggio

- ❖ Financial report has been e-mailed.
 - We received our annual grant from the Pittsburgh Foundation.
 - Currently have \$7,936 needing to be spent from EITC funding.

- ❖ Invoice process discussion – Discussed potential to issue check with approved amount for teacher enrichment grant immediately after approval instead of waiting for invoice from the District because of “lag time” in invoicing from the District.
 - Outcome: There will be no change to the invoice process at this time.

Scholarship Report – Presented by Vickie Zaccari

- ❖ Deadline for scholarship applications was extended to 03/18 due to lack of applicants for certain scholarships.
 - Lee Ann Riner will organize the essays and send them to groups of MPF board members for review and selection.
- ❖ Awards Ceremony – Doors will open at 5pm for light refreshments in the upper mezzanine area, ceremony begins at 6:30pm.

Fundraising Reports – Presented by Beth Ziegler

- ❖ Scoreboard at the MAC
 - Discussed pending businesses
 - Received payment from: Goddard, Parraca, Thomas & Williamson, Eat N’Park,

EITC Report – Presented by Doug Wolf

- ❖ Renewal application – status update
 - Application will be resubmitted this week.
 - A. Zalar from the DCED informed D. Wolf that changes may be made to the percentage of each donation that can be utilized for admin expenses. Such percentage may be reduced from 20% to 10%.

Technology Report – Presented by Kevin Hagen

- ❖ Electronic Payment Processing options
 - Paypal Non-profit – Initial Fee is \$0, Transaction Fee: 1.9% + .49 cents
 - Paypal Giving Fund donates to us
 - iATS non-profit – Initial Fee: \$0, Transaction Fee: 3.5%
 - Dharma – Initial Fee: \$0 with Tech Soup, Transaction Fee: \$20/month + .1% + .11 cents
 - Square – Initial Fee: \$0, Transaction Fee: 2.6% + .10
 - Stripe – Initial Fee: \$0, Transaction Fee: 2.9% + .30
 - Non profit discount – typically 2.2%
 - Clover (Nextier) – Initial Fee: \$0, Transaction Fee: 2.9% + \$6.95/month
- ❖ Doug Wolf made a motion to purchase the Square electronic payment processing, Vickie Zaccari seconded the motion. Unanimously approved by all present board members.

Communications Report

- ❖ Social Media
 - Content is ongoing. If there is any specific information that needs posted, please send to Maura DiGioia
- ❖ Newsletter
 - Winter newsletter was distributed in February! Great job and a big thank you to all involved!

Event Reports

- ❖ The Foundation will have a table at the upcoming open houses across the District buildings. Water bottle stickers and Croc charms will be available for purchase.

- Thursday April 4th – Centennial Open House (5:30pm-7:30pm)
- Thursday April 18th – Primary Center Open House (5:45pm-7:45pm)

New Business

❖ None

Liz Porco motioned to adjourn the meeting, seconded by Doug Wolf. Meeting adjourned at 8:33pm.

The next meeting will be Tuesday, April 16th 2024, in the Board Room at the MASD Admin building.

Respectfully submitted by,

Tricia Holland