

Mars Planet Foundation Board Meeting – April 20th 2021 Minutes

Board Members	Present	Ambassadors	Present
Kevin Hagen	X	Cara Schultz	
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	X
Dayle Ferguson	X	Katie Caruso	
Carol Knox	X	Jennifer Bainbridge	
Rochelle Seideneck	X	Jennifer DiCuccio	X
Dr. Elizabeth McMahon	X		

The meeting was called to order at 6:02pm.

Teacher Grant Presentations

- Mrs. Zavacky – IPEVO V4K Ultra High Definition 8MP USB Document Camera
 - Mrs. Zavacky is seeking funds to purchase document cameras for use in the Primary Center. The Primary Center would like to purchase 20 document cameras for classroom use. 20 teachers including special areas have requested to be included in this grant. Teachers range from Kindergarten, First Grade, Special Ed, and Special Area classes.
 - Total Budget Request: If purchased from ipevo.com they are requesting \$1,980

Discussion/Vote on Teacher Grant Proposals

- Discussion regarding Mrs. Zavacky’s request. This request would come out of EITC funds. Discussed researching price breaks to potentially include more teachers than requesting, Dr. McMahon is going to look into.
 - Christine Valenta motioned to approve the grant “as is”, seconded by Wyatt Lee, all present Board Members voted to approve Mrs. Zawayky’s proposal, unanimously, for an amount not to exceed \$1,980.

Previous Minutes - The Meeting Minutes from March 16th, 2021 were approved at 7:16pm.

Treasurer Report – Andrea Bowser

- Treasurer’s report is attached for review of profits/losses.
- The Pittsburgh Foundation gave us a dispersement of money. We received another \$7,000 in EITC funds.
- Briefly discussed employee match programs. Wyatt is going to put a new section on the website for individuals to search to see if their company matches.

EITC Report - Kevin Hagen

No update at this time.

Scholarship Report – e-mail from Megan

- Megan sent out all scholarships for review yesterday, 04/19/2021. All winners must be selected by 04/22/2021.
- The Manerino Pitt Scholarship is just shy of \$25,000. The foundation is going to fund the \$194.27 to make the scholarship an even \$25,000.

Newsletter

- All articles for the newsletter must be submitted to Rochelle by Sunday April 25th.

Walk Around Mars Fundraiser

- This week is the “Where’s the Martian week”. Carol asked that each board member review the list of businesses participating in the Where’s the Martian Week and personally visit the business.
- Next week is alumni spotlight week next week. Wyatt is going to send a reminder directly to the alumni as a reminder. We have some teachers who are alumni.
- Discussed trophy/medals – Wyatt is going to look at the possibility of eliminating the registration fee when totaling the amount raised for participants so we have an accurate picture of who raised over \$100 individually.
 - Representative from business could be there to give trophy. Carol is going to look into a date to do the trophy presentation at Elementary.

Fundraising Reports – Christine Valenta

- March Dinner - Farmhouse Café - \$620 raised.
 - Considering using MPF portal to potentially reduce credit card fees for future events.
 - Surveys to be sent to Dinner-to-go participants to gauge success and determine improvements. Two different surveys to be distributed.
 - i. Need to understand why some do not participate. Cost? Restaurant options?
- April Dinner - Dented Keg
 - Ordering could be placed starting on Sunday April 25th through the 27th. Pick-up would be on April 28th beginning at 4:30pm.
- May Dinner - Farmhouse Café
 - Menu is yet to be determined.
- Summer Dinner – Food Truck
 - Still working out the details. Discussed reaching out to Kona Ice or some other summer food truck to drive through neighborhoods.
- Fall Dinner - The Pittsburgh Pierogi Food Company offers fundraisers for organizations where people can take orders for pierogis (they offer multiple types from potato and cheese to sauerkraut). Once orders are captured, pierogis would be picked up at a specific location. The pierogis would be frozen therefore people could cook them whenever they wanted too. Recommendation would be to do this fundraiser in the Fall.

- Potentially send out survey in July asking what people would like to see in September

New Business

- **New Fundraising Opportunities:** Jen proposed new fundraising opportunities that could benefit the Foundation; suggesting that the Foundation distribute a mailer that includes an impact statement. She further suggested that the mailer be called "Give180," and recommended that the mailer be distributed the beginning of the school year. If the mailer encouraged parents to donate \$1 for each day their child is in school, it could potentially yield a contribution of \$180. Another proposal offered by Jen was to establish a grandparent's club; and finally suggested that the Foundation name representative that could focus on creating relationships with alumni, lawyers, financial advisors, funeral homes, etc. By forming these relationships, the Foundation may position itself to be named as a beneficiary for wills and estates.
- Apple Fest is the first Saturday in October. The Foundation will purchase a booth for the event.
- A brief discussion ensued where the Board agreed, that collectively as a foundation, the organization shall remain politically neutral; including avoiding the appearance of an endorsement. It was further agreed that a statement would be included in the upcoming newsletter reminding the community and our supporters that the Foundation does not endorse, nor will it support any candidate for public office. Dayle recommended including language in the by-laws to expressly affirm this position.
- Tricia mentioned the possibility of securing an intern from one of the local colleges to assist the Foundation with social media outreach, the website, newsletters, general public relations, and special projects. She will provide an update at the next meeting.

Meeting adjourned at 8:57pm.

The next meeting will be Wednesday, May 19th 2021 at the Administration Building.

Respectfully submitted by,

Tricia Holland

MPF Secretary