



MARS PLANET FOUNDATION

August 18th 2021 Meeting 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		John Neurohr	
Vickie Zaccari	X	Diana Jacoby	
Dayle Ferguson	X	Katie Caruso	
Carol Knox		Jennifer Bainbridge	
Rochelle Seideneck		Jennifer DiCuccio	
Dr. Elizabeth McMahon	X		

The meeting was called to order at 6:33pm.

Previous Minutes - The Meeting Minutes from June 15th, 2021 were presented.

- Kevin Hagen motioned to approve, seconded by Wyatt Lee.
Unanimously approved by all present board members.

Treasurer Report – Andrea Bowser

- Kevin Hagen and Tricia Holland are to be added as Authorized Signers on MFP’s bank account.

EITC Report - Kevin Hagen

- MFP’s application has been officially approved.

Teacher Grant Report – Kevin Hagen on behalf of Carol Knox

- Dr. McMahon discussed a grant request submitted by Colleen Hinrichsen. Elementary aged students will complete cross-curricular projects that use the giant, vinyl Moon and Mars floor maps as the schema to which everything will connect. The first event they plan to use this at is the Mars New Year Celebration.
 - Ms. Hinrichsen is requesting \$5,000 out of the \$25,000 needed for the entire project. The other funding will be coming from the Aldrin Family Foundation as well as several community organizations. All donors/sponsors will be labeled on the maps.
 - Discussion regarding Ms. Hinrichsen’s grant request.
 - Wyatt Lee motioned to approve Ms. Hinrichsen’s grant for \$5,000. The motion was seconded by Dayle Ferguson. Unanimously approved by all present.
 - Funded by EITC money.
- Carol Knox is requesting to make two additions to the Teacher Enrichment Grant application.
 - TESTIMONIAL SECTION: MFP will request that all teachers who receive grants from the foundation give a brief “testimonial” after they receive their grant. This may include a brief description of the grant, how it is being used, and how it has impacted students
 - PHOTOS/VISIT: MFP will be given the opportunity to visit the classroom to see how the grant has been implemented (if applicable) Due to COVID-19 restrictions, the teacher should provide the foundation with pictures. Carol suggested that we give them 30 days from the time the teacher actually receives their materials to provide this information.

- The idea for these additions came as a result of the mailer MFP will be sending out in September. It would be beneficial to have this information at our fingertips for social media/PR, newsletters, and future fundraisers. All present board members approved these changes.

Scholarship Report – e-mail from Megan Lenz

- Megan Lenz is working with two community members on new scholarships for next year. She will be getting in touch with the district in the fall when school resumes to start the process.
- Megan Lenz is also willing to continue to coordinate scholarships for the upcoming year.

Fundraising Reports

- **Give 180 Fundraiser** – Tricia Holland reported that the mailer is complete and ready to be sent on Friday, August 27th 2021. It should hit mailboxes either August 28th or August 30th.
 - Wyatt Lee created a forum on the platform to submit electronic donations. Discussion ensued about pushing out a reminder a week after the letters reach the mailboxes. Also discussed was social media pushes, potentially creating an event, and direct messaging

Technology Report – Wyatt Lee

- Mobile Cause Updates
 - Give 180 page was created
- Microsoft 365 – We now have access to teams, a sharepoint portal, etc. This is going to be a helpful tool for MFP. Ten mailboxes are provided for free; however, more than ten people may have access to the sharepoint site.

Proposed By-Law Addition:

- Kevin Hagen is proposing the following amendment to the by-laws; Section 2.13. – Non-partisan. In order to maintain the Foundation’s 501©(3) status, board members are “prohibited from directly or indirectly participating in – or intervening in – any political campaign on behalf of or in opposition to any candidate for elective public office” while working on behalf of the Foundation. Additionally, the Foundation shall not take a position on any public policy statements. No action was taken at this time.

New Business

- September Meeting – Volunteer to take minutes?
- Board Composition – Currently 6 community members + 3 school board members
 - Discussion ensued. No decisions made.
- Internship opportunity
 - Dayle Ferguson mentioned sharing the intern with the district. This could benefit both the foundation and the district.
- New Treasurer
 - We are continuing to search for a new treasurer starting in January 2022.
- AppleFest – Brief discussion ensued pertaining to Applefest and potentially acquiring foundation gear to wear at events. Wyatt Lee is seeking quotes on polos with the MPF logo. The foundation would cover the cost of the set-up fee.
- The Foundation will have a table set up at three Back to School nights. Kevin Hagen will create and distribute a sign-up sheet for the following events:

- (1) Primary Center (1st Grade) Thursday August 26th from 6pm-8pm
- (2) MAE (Grades 2-4) Tuesday, August 31st from 5:45pm-7:45pm
- (3) Centennial (Grades 5-6) Wednesday, September 1st from 6pm-8pm

Meeting adjourned at 7:31pm.

The next meeting will be Tuesday, September 21st 2021 at the Administration Building.

Respectfully submitted by,

Tricia Holland

MPF Secretary