



# MARS PLANET FOUNDATION

## November 16<sup>th</sup> 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	X	John Neurohr	
Vickie Zaccari		Diana Jacoby	
Dayle Ferguson	X	Katie Caruso	
Carol Knox	X	Jennifer Bainbridge	
Rochelle Seideneck	X	Jennifer DiCuccio	
Dr. Elizabeth McMahon			

**The meeting was called to order at 6:40pm.**

**Previous Minutes** - The Meeting Minutes from September 21<sup>st</sup>, 2021 were presented.

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

### **Teacher Grant Presentation**

- Dr. McMahon submitted a teacher grant on behalf of the Marching Band, and Mr. Soose presented the grant. The original grant was asking for \$1,798.00 to purchase 2 – 13inch MacBook Air devices to be utilized by the band students in grades 7-12. These devices assist in sound design as well as support the operation of electronic sounds during band performances. The band previously maintained two devices, but now only possess one due to student error.
- Instead of the original grant request, Mr. Soose is currently seeking to purchase only one MacBook Pro but the latest model. Price was \$1,999.14.

### **Teacher Grant Discussion**

- Discussion regarding Dr. McMahon’s grant request for the band.
  - Discussion regarding the original grant proposal verses what was proposed. This device will not be utilized for curriculum but instead for marching band performances; therefore it should be the responsibility of the boosters. The Foundation does not want to set a precedent to give team’s money. Additional discussion regarded concern that this request constitutes a device replacement. The grant request was denied.

### **Teacher Grant Report – Carol Knox**

- No updates to report.

### **Treasurer Report – Andrea Bowser**

- New scholarship line item is currently being funded for Helen Anderson, \$20,000.
- No further activity regarding the Give180 initiative. Approximately \$5,000 was raised.
- 2021 Tax return is still in progress.

### **EITC Report - Kevin Hagen**

- The EITC application for next year will cover all of 2020 plus the first 6 months of 2021, due to our change in the fiscal year to parallel with the school district's fiscal year.
- Notification was received that the Foundation will be receiving another Nextier donation soon.

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

- A new scholarship has been added – in memory of Helen Anderson.
- Over the past two years, two new scholarships have been established each year.
- All previous sponsors have been contacted to ensure they will renew their scholarships again. After January 1, 2022 all information will be sent to commence the application process.
- Megan Lenz will continue to manage the scholarships this year while training another board member to assume this responsibility.

### **Fundraising Reports**

- **Mars Farmhouse Café fundraising dinner**
  - Dinner-To-Go Fundraiser with Mars Farmhouse Café. Cost is \$65 and orders are due by December 10, 2021. The Foundation will receive 15% of total sales.

### **Technology Report – Wyatt Lee**

- Mobile Cause Updates – Currently working on the Dinner-To-Go Fundraiser page with Mars Farmhouse Café. Orders will be placed through the website. Wyatt has reached out to MobileCause regarding the taxes.

### **Event Report –**

- Vickie and Carol attended the college fair and spoke with a number of students regarding available scholarships.
- Applefest – Received a small donation but did not sell any merchandise.
  - Kevin Hagen proposed looking into Wendell August ornaments. Non-profits are eligible to purchase them at cost and customize as a fundraiser or to sell at various events.

### **New Businessd**

- December Dinner – There will be no meeting during the month of December; instead there will be a dinner at Juniper Grill on December 9, 2021.
- Board Composition – Currently six community members, plus three school board members
  - Discussed pros and cons of current board composition and proposed changes, while also discussing the importance of redefining roles/positions prior to new community members being nominated to the board.
  - Discussed alternate school board members
- Tricia Holland motioned to change the board composition to seven community members, plus two school board members, with an additional school board member serving as an alternate. Carol Knox seconded the motion. Motion carried unanimously.
- It was agreed that prior to any new community member board members being installed, the Foundation will review roles/responsibilities to ensure they are properly defined.
- The Foundation is seeking a board member to serve as Treasurer for 2022.

- Discussed the possibility of reaching out to local firms to inquire if any of them would be interested in helping to maintain the financial records, eliminating the need to have a CPA fulfill the treasurer position. Alternatively, a board member could oversee the firm's work and report monthly.

Meeting adjourned at 7:33 pm.

**The next meeting will be Tuesday, January 18, 2022 at the Administration Building.**

**Respectfully submitted by,**

Tricia Holland

MPF Secretary