

**Northwestern Lehigh Educational Foundation
Meeting of the Board of Directors
Minutes for June 1 2015**

Clare called the meeting to order at 7:02pm and requested any changes to the meeting agenda. No changes were made.

Members Present: Clare Coupe Scott, Steve Prange, DJ Wolbert, Judy Henry, Tim LeBrecht, Eric Andreus, Dan Macaulay, Jane Hathaway, Tina Talago, Jayson Boushell, Meredith Prange

please remember to sign in

Guests Present: Leann Stitzel, Justine Bachman, Nancy Zollner, Charlene Silva from the Alumni Association were in attendance and donated \$2000 for the Teacher mini Grant program. Funds were raised from their basket bingo this year – leftover food from the clay shoot brought in \$500 and the money was donated in Sylvia Koenig’s name to the Snack pack Program. This year’s Basket bingo is October 18th – Alumni Assn also has a Chinese auction and welcomes basket donations. Alumni Association will be in the Germansville Parade which starts at the school on July 11th and is celebrating 250 year anniversary. The Alumni Association will be selling stadium seats and are seeking advertisers. \$8.00 per pad, 2 for \$12.00.

Approval of the Minutes: Judy motioned to approve the minutes, Tina seconded, the motion carried

Communications: \$25 from Kona Ice – donation from 5K - \$1000 Nestle Check - \$47.27 United Way - \$95.00 from employer match - \$50 donation from Clare Coupe Scott

Report of the Treasurer: Income: April/May - \$150 sponsorship for Sporting Clays; 5K Income \$3005 from balance of Paypal and sponsorships. General donation New Tripoli Bank \$1000 - United Way \$268.24. Interest \$51.03. Clare will follow up with Dellicker for the additional \$250 still owed. Steve will re-appropriate the NTB donation to a Platinum Sponsorship

Expense: Expense \$600 for Pretzel City. \$381.60 PR for flyers advertising upcoming events. Paypal expenses \$101.83.

Cash balance of \$98,678.86

DJ motioned to approved, Tim Lebrecht seconded the motion, the motion carried.

Bills for payment: \$200 to NEW Phys Ed. as the winner of the 5K participant challenge. \$327.61 for trophies, medals, pins and bibs. \$250 donation to New Tripoli Fire Company for the 5K work

Steve Prange was able to resolve the late fee assessed from the IRS with the accountant and no monies are due.

COMMITTEE REPORTS

Fund Development: Another successful 5K – spreadsheet will be updated. Trying to confirm a new date next year – the weekend after Memorial Day, June 4th could be graduation and we don’t want to compete. May 21st and Memorial Day are still a possibility. Jayson will check park availability. . Sponsorship \$1845.83 and expenses \$1759.21 – pre-registration net \$3229.59 - \$960 race day – \$4189.59 total registration income.

Golf tournament – Justin will be sending out letters to sponsors and players that Jayson Boushell is the new contact.

Next fund Development meeting July 15th . Including 5K we’ve raised over \$14K – increasing from year to year.

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Alumni: no report

Governance: no report

Allocation: Teacher Mini Grants - \$14,228 was approved over 23 grants. Only 4 applications did not pass approval – that number might adjust with additional finds coming in. Teachers will receive notification in the next few days. Discussion regarding the recent \$2000 from alumni whether to approve more Teacher Mini Grants - alumni wants money spent in this fiscal year on programs that benefit the students directly. Finance committee will send out a report summarizing the Teacher Mini Grant projects to the Board.

EITC update: We are re-registered with the state. Communicated with NTB applied for 2 years- Waste Management – as long as we are registered they will continue to support. Weis/ Susquehanna Bank have not responded to our communication. May 15th was re-registration date – July 1 is the new deadline.

Old Business: ESSA has a foundation and they invited us to submit an application. The application was very specific as to what they would fund. Clare worked with the school district to identify projects that meet their criteria – we applied for \$95,000 to replace the middle school gym floor - Clare was invited to present to their foundation on very short notice – they love challenge campaigns – where they would do a match. The board is divided if this is project that meets our mission and should we be involved in facilitating a capital campaign. Clare made a motion to go to ESSA to make a presentation for funding from their foundation – Tina seconded the motion, the motion passed.

New Business: Foundation goals – three major areas of growth to include – expand our net of volunteers. Among the board members recruit volunteers form the community. For each event we have 2 board members on a committee and two or more volunteers to help on specific projects. Expand EITC reach looking at vendors of the district. Expand our focus in pursuing outside grants and grant writing.

PR will be its own committee; Val will lead that committee – looking for board members for that committee and outside volunteers. Better subcommittee structure. Event check list for each event to be placed in drop box.

Night in the Country deposit already sent – photo booth will be donated. Steve Fenouir will donate again. Jane to get a price on the EZ Up and we will look at other promote

DJ motioned to buy 4 spots on the Alumni seat cushions for \$400 – Jane seconded the motion, the motion passed.

Meredith asked about and end of year summary to send out to sponsors and the district website – Meredith volunteered to prepare. DJ suggested she look at Parkland Foundation.

Maker Space – the school district has written one proposal for EITC – Middle School Budget \$13,000 start up to implement next year. \$12,000 for the high school to implement next year. The hope is to grow the project over the next few years. The finance commitment meet and agree if this is a project we want to fund and how much we want to budget.

2014 Event Dates

- Fri. Aug 14th – Golf Tournament
- Sat. Aug 15th – Night in the Country
- Sun. Oct 25th – Clay Shoot

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Fund Development Meeting Dates

✓ July 15th

Next Meeting Dates

- ✓ Aug 3rd
- ✓ Oct 5th
- ✓ Dec 7th

DJ made a motion to adjourn the meeting at 9:03pm, Tim seconded the motion, the motion carried.