

**Northwestern Lehigh Educational Foundation
Meeting of the Board of Directors
Minutes for April 9, 2018**

DJ called the meeting to order 7:03 pm and requested any changes to the meeting agenda.

Members Present: Valerie Creitz, DJ Wolbert, Dan Macaulay, Judy Henry, Tim Lebrecht, Meredith Prange, Steve Prange, Eric Andreus, Tina Talago, Steve Feinour

Guests: Kristen Grim, Scott Crocco, Erin Williams, Kim Rissell, Jeff Zellner

Approval of Agenda: Eric motioned to approve, Tim seconded – the motion carried.

Approval of the Minutes: Meredith motioned to approve, Judy seconded – the motion carried.

DJ reviewed that we have received lots of sponsorship checks recently but no other significant communications.

VR Kit Demonstration:

Kelly Rissell took the opportunity to show the board the VR headsets that were recently funded by Allocations. She presented a PowerPoint which included facts and information on Google Expeditions, video of student using the headsets and a list of expeditions they have already enjoyed. Finally, Kelly guided the entire group through use of the headsets.

COMMITTEE REPORTS

Treasurer: February and March we reported income for the 5K, and General donations from Amazon Smile. Restricted donations of \$30,000 was received under the EITC program. We also had expenses for the annual ad in the press and credit card fees. Cash balance at the end was \$253,059.76. Net assets of \$134,709.76.

We also received a bill from The Bottom Line and from The Press. Tina motioned to approve payment of \$995 for the tax bill, Judy seconded, and the motion carried. We will wait for the bill to be revised before issuing payment.

Allocations/EITC: Dan reported for allocations/EITC. Total received of \$144,500 from six companies (WM, New Tripoli Bank, Embassy, Weis and Insulation Corporation). Minimum distribution of \$115,600 (80%) for the year. Current programs already approved include Model Based Inquiry in Physical Science, Virtual Reality Program, Elementary Makerspaces, Digital Immersion Program, and High School Smartboards.

Allocation committee is recommending funding \$134,651 for the following programs:

- K1 Chromebooks - \$60,551
- Virtual Reality - \$30,000
- HS Smartboards - \$24,100
- Probeware for HS Science - \$20,000

Steve motioned to approve funding \$134,651 of restricted funds, Tim seconded – the motion carried.

The Allocation committee also proposed spending \$42,715 unrestricted funds for the following:

- Artist in Residence Program - \$10,000
- Lifelong Fitness - \$13,065
- Mini-Grants - \$19,650

Val motioned to approve funding \$42,715 of unrestricted funds, Tina seconded – the motion carried.

The teacher mini-grant program is officially close and we hope to notify recipients April 20.

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Alumni: No representation present.

Fund Development:

The Tiger Run & Fun Walk is on schedule. We have over 30 registrations and a handful of which are for the 10K. The flyers are ready for The Press. Emails are drafted and ready to go out on schedule.

Meredith updated the Foundation on the sponsorship drive and provided a spreadsheet for funds received and commitments to sponsor. The team continues to do follow up calls and contacts. Year to date we are at approximately \$16,000 with committed and received sponsorship.

DJ reviewed the Golf Tournament and shared that Steve will be heading that event. Steve is meeting with Kevin at the golf course next week and working on lining up events for all par 3's.

Governance: DJ reported that Mike Kistler shared his resignation since our last board meeting. We will investigate continuing our communication with the Alumni Association. We also discussed the passing of Ken Kistler.

Steve introduced three applicants for the board, Kristen Grim, Erin Williams and Jeff Zellner. The board did not have any hesitations or questions about the applicants. We did discuss that we want to make sure they are clear about expectations, participation in meetings, one or more committees, and an appreciable amount of the fundraising events.

Tim motioned to offer all three board positions, Steve second, the motion carried.

PR: Valerie shared that there are a few website updates in progress but otherwise business as usual.

Old Business:

Val shared an update on the senior yard signs. The design is ready, the flyer will be in The Press and the emails will be sent shortly to promote the sale. There will be four pick-up opportunities for the flyers.

DJ also reminded the board that we are closing in on Dr. Wight's end of term as Superintendent and suggested the board think about how we acknowledge or recognize her.

New Business:

Planning Forum in March was a success and we will continue doing this Forum annually to create open dialogue. We will all revisit the notes and see what opportunities we can capitalize on.

Tina received the application for the Night in the Country event. Meredith motioned to participate, Val seconded – the motion carried.

Finally, we discussed the new Google Drive accounts the District has provided us with to support our growing data storage needs. Valerie will be communicating with the board once we have migrated the files.

Val motioned to adjourn at 8:54, Judy seconded – motion carried.