

- Attendance:
 - Online
 - Sarah Halpin, Valerie Kile, Kristen Grim, Michael Perinotti, Joe Velarde, Daniel Macauley
 - In person
 - Jim Warfel, Katie Straughn, Michelle Kaschak, Erin Vermeulen, Jeff Zellner, Clare Coupe Scott, Greg Kuhn, Leann Stitzel
 - No guests tonight
- Call to order and adoption of agenda at 5:33 p.m.
 - Clare motioned to approve the agenda
 - Katie seconded the motion.
 - Agenda approved.
- [Approval of prior meeting minutes](#)
 - Val made the motion to accept.
 - Jim seconded.
 - Minutes approved.
- Communications/Announcements
 - Jim Warfel asked for the minutes to note the passing of Mr. Dennis Nemes, a longtime administrator in the school district who helped push for the foundation.
- Old Business
 - none tonight
- New Business
 - Elections - [electronic voting](#) -
 - No one accepted the nomination for Treasurer (Amanda, Michael or Erin), only Val accepted the nomination for Pres (Erin declined)
 - Val elected to another two year term- Congratulations! She is happy to serve another term, and it will be her last term. As an organization, we need to build a succession plan.

Valerie Kile-Board President

Option	Votes	
<input checked="" type="checkbox"/> Approve	100%	13
<input type="checkbox"/> Disapprove	0%	0
<input type="checkbox"/> Abstain	0%	0

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- Treasurer vacancy
 - Michael agreed to stay on during transition
 - He will not leave position open, but we need to find a new treasurer.
 - Greg asked if there is a concern about voting on a Google platform with a Google account; However, Erin clarified that the nominations were on a Google form, but the actual voting itself was run through Election Runner. Greg withdrew his comment acknowledging that he was mistaken about the voting platform.
- Report of the Treasurer
 - [Financial Summary](#)

- End of September approximate balance is \$56, 426
- Question came up about our fee when someone donates online; Val answered that donations go through bloomerang and we pay a per transaction fee.
- Question asked: How do we feel about the balance? A little lower than we usually have, but it could be worse. We are waiting on EITC funds, which typically come in November.
- Do we expect more from annual appeal? Erin said no.
- Development Director- update from Erin because Amy was unable to attend
 - Goal Update
 - Overall we are at 13% of our goal for this fiscal year

	GOALS	YTD	
Annual Sponsors	\$60,000	\$11,675	19%
Event Fundraising	\$45,610	\$17,183	38%
General Donations	\$19,750	\$4,027	20%
EITC	\$136,000	\$0	0%
TOTAL	\$261,360	\$32,885	13%

- EITC usually comes in November, so should see that number go up.
 - Annual Appeal Update
 - Late August
 - Second mailing went out to missed individuals
 - Bus Sponsorship Update
 - Total revenue \$11, 675
 - One single sided opportunity left for \$1500
 - If you know of a business that might be interested, forward the information to Amy.
 - Donor Appreciation Event - 11/19
 - Ridgeview from 6-8
 - Board members should come and mingle
 - Amy will send list, please send her any people who might be interested in getting involved with the foundation
 - List is [HERE](#); please review
 - Can we bring the facility dog to Ridgeview?
 - Will reach out to Rebecca, the dog handler.
 - He is still very young, and he may need to wait a year for his debut.
 - Kick-off for Annual Partner Program & Sponsorships
 - One-on-One meetings continuing. If you get an invite to meet with Amy, please complete the doodle poll as soon as you can.
- Committee Reports - *Surface dates, votes, action items or financial impacts - not intended to dupe a committee report*
 - Community Engagement
 - [School Board Meetings](#) -
 - Dan felt it was good to go for us, so please sign up at the link if you have availability.
 - Staff Ambassadors
 - Staff has sent quotes to use for marketing purposes
 - Employee Giving
 - Completed; gift cards and vacation days need to be awarded

- 28 staff participated
- Alumni
 - Katie went to the Alumni meeting
 - Alumni event- no kids allowed
 - \$15 ticket
 - Only check payment; Katie suggested they look into electronic payment
 - Two EIN numbers and names associated are not part of the board anymore, so that needs to be rectified.
 - Katie is going to township meeting to ask to approve selling alcohol at Ontelaunee, which has never been done before.
 - Food and alcohol would be at your own cost for the event
 - Security needed.
 - Greg is happy to help with a safety action plan around the event.
 - Seven Sirens (business of Alum) it is their liquor license and it would be better for them to control the liquor-related issues.
 - Bus trip to Mohegan Sun in 2025
 - Next meeting is January 6th
- Allocations
 - [Committee Report](#)
 - Highlights
 - Owe \$7500 to district for Baxter
 - District will track expenses to “bill” the foundation at the end of the year
 - Approved \$350 for a social-emotional learning event
 - [School Project or Initiative Funding Submission Process](#)
 - With our by-law change, we revisited the issue of school lunch funding
 - \$20,000-\$30,000 in mostly school lunch debt.
 - 501c3 required by the state to take in donations for this, which is why it came to the foundation.
 - Allocations is suggesting to establish a second donor page, very subtle foundation branding.
 - Donations for school lunch debt will be minus service fees that we pay.
 - We recommend no marketing on this.
 - Benefit- donors added to foundation lists
 - Caveat- The committee stressed that they want no additional stressors to leadership or the development director for this to happen.
 - Motion to approve everything in her report came from Clare
 - Greg seconded.
 - All in favor in the room and online
 - EITC project was submitted for approval; state asked for more information. Waiting on that approval. School social worker needed and we do not currently have one.
 - Kristen talked about her experience with school social worker through her job and she sees a huge benefit to students.
- Clare shared about the process for funding projects.
- Finance
 - [Financial Summary](#)
 - Start the process of getting tax return prepared and filed as of last week.
 - Clare asked for an amount for allocations for teacher mini-grants

- Discussion ensued around the amount. Right now the estimate is about \$10,000, but a better answer will be provided ASAP.
- Quickbooks - total investment <\$600 (\$534.60 + \$50onboarding support) VOTE NEEDED
 - Move away from spreadsheets and move to Quickbooks
 - \$50 for two months of onboarding support
 - Benefit is it will automatically tie to Bloomerang
 - Time to move forward and not wait for new treasurer
 - Clare motion to approve
 - Joe seconded
 - All in favor
- Events - [Latest Meeting Notes](#)
 - Golf-More event sponsors made about \$7000
 - Clay Shoot- [Registration](#) & [Volunteer/Food Sign Ups](#)
 - Sunday, October 20th
 - Please register, volunteer, or sign up to bring food
 - 30 paid attendees; slightly down from last year (we had 68)
 - Sold out of sponsors for this event
- Marketing - [Latest Meeting Notes](#)
 - Marketing Report
 - Working on strategic plan pieces that are marketing related
 - Review in detail at the December meeting
 - 10/17 Don Corleone's (not Katie's); you must mention you are there for the tiger takeover
 - Annual Calendar - [print/share the PDF](#) or [share on FB](#)
 - Please share the calendar PDF socially if you can
- Executive
 - [Org chart](#) + board capacity
 - Please consider volunteering in the open opportunities
 - How much can people actually take on?
 - [Strategic Plan](#)
 - Use it as a tracking document
 - Update before board meetings
 - Scholarship Update
 - Greg- scholarship opportunity
 - He has been reviewing how to set up a student scholarship and feels it is a good opportunity to engage new alumni (right before they graduate)
 - Foundation get good exposure (marketing opportunity)
 - Erin noted biggest concern is funding
 - It could come out of the marketing budget
 - The conversation suggested to hold this to see the budget in February
 - Val suggested getting application and foundational stuff together for a scholarship to use when we get more money in the budget.
 - Clare is willing to share her Google Doc from a scholarship she does somewhere else in her father's name.
 - Kristen shared the idea of having it come out of the community engagement committee.
 - Board Giving Discussion
 - Greg suggested the board members each contribute to the foundation and the scholarship in general.

- Clare also agreed and said every board member should be financially committed to the foundation.
 - We discussed board giving strategy as a result of the scholarship discussion.
 - Board ask for donation to the foundation; coming from Amy if you were not already asked.
 - Greg shared that he is willing to help engage board members with contributions.
- Process Development
 - Remember to document processes for how you do things to make it easier for people after you.
 - As we have transitions, we know what the next steps are.
 - Put them in Google Drive for people to reference.
- Board Member Self Reviews (12 responses) & Nominations (7 participants)
 - Follow up items coming in December and February meetings
- Other business items, discussion points, comments, closed door topics:
 - General feedback about text messages
 - All positive; only urgent or FYI type texts
 - Jim wants more texts.
- Adjournment
 - 7:02 p.m.
 - Clare made the motion to adjourn
 - Val seconded the motion
 - All in favor