

**Northwestern Lehigh Educational Foundation
Meeting of the Board of Directors
Minutes for June 3, 2019**

DJ called the meeting to order 7:04 pm and requested any changes to the meeting agenda.

Members Present: Dan Macaulay, DJ Wolbert, Dan Willis, Steve Prange, Eric Andreus, Valerie Creitz and Tina Talago.

Approval of Agenda: Eric motioned to approve; Tina seconded – the motion carried.

Approval of the Minutes: Tina motioned to approve; Dan seconded – the motion carried.

DJ reviewed that we have received additional sponsorship checks since our last meeting but no additional communications. The NWLEF will attend the board meeting June 19 to present.

COMMITTEE REPORTS

Treasurer: The April-May report included several sponsorships for the golf tournament, sporting clays, 5K and winter events. The 5K expenses include payment to Pretzel City Sports. There are some income and expenses not reported for the 5K. Those will be finalized by the next meeting. General donations of \$4,203.15 including United Way, direct donations, donation matches from Aetna and Air Products, and Amazon Smile. King Spry, Lincoln Learning, DirtWorks and the Northwestern payroll contributions are the sponsorships recently received.

COMMITTEE REPORTS

Treasurer: We met our committed allocations. Leaving us with a balance of \$104,933.45.

We will finalize the finances at the end of June for the end of our fiscal year and Steve will report on that at our next meeting.

Bills to pay include Mertz signs for senior sign printing, and the Lehigh Valley Chamber of Commerce for attendance at a recent event. Val motioned to pay; Eric seconded - motion carried.

Allocations/EITC: Dan had nothing to report for allocations but for EITC the renewal for the foundations has been moved to October (previously May). He also reported a House bill was approved to increase EITC funding.

Alumni: No representation present but a check for \$2,000 was received.

Fund Development:

Senior sign sale was completed and net approximately \$477, selling 41 signs at \$20 each.

Steve reported about planning for the golf tournament on August 9 and suggested we include a "beat the pro" event to help additional fundraising. His intention will be to have it sponsored. We are also talking to Rentschler about winning a Jeep. Finding unique ways to make the event appealing. We will need approximately 4-5 people from the board there to volunteer the day of the event.

The only expense last year was the check to Olde Homestead, so the approximate profit was just over \$6,000.

DJ will be distributing the fiscal year event fundraiser totals for 2018-2019 and once the 5K numbers are finalized he believes it will exceed that of the prior year.

We will request a sponsorship update from Meredith by email to the board in her absence.

Night in the Country will be held on August 17. The board confirmed interest in participating again.

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Governance: Nothing to report.

PR: Valerie requested reimbursement of \$60.60 for Facebook advertising. Steve motioned; Steve seconded - motion carried.

The board voted purchase a tablecloth with NWLEF \$250, Tina motioned, Dan seconded - motion carried. With the goal of having it to the Night in the Country.

Old Business:

Val will finish the purchase of shirts for the board.

2019 planning items:

- Technology: Without Jason and Tim present we will wait for an update at the next meeting.
- Allocations: Discussed earlier
- Marketing: Discussed earlier

Photo booth: We discussed concerns regarding ongoing technology upkeep and maintenance.

New Business:

August 20th teacher in-service. DJ, Dan and Val will be attending. Others welcome.

DJ proposed that we have our August mtg at the Ontelaunee Park - Steve will check on the pavilion availability - Val will do the sign-up genius.

Val motioned to adjourn the meeting at 8:24, Tina seconded – motion carried.