

**MEETING OF THE BOARD OF DIRECTORS**  
**October 3, 2022 @ 7pm – NWLSD Administration Building**

**MEMBERS PRESENT:**

DJ Wolbert, Michael Perinotti, Amy Kinnon, Jeff Zellner, Curran Dever, Kristen Grim, Erin Vermeulen, Michelle Kaschak, Jim Warfel, Leann Stitzel, Jill Krahwinkel, & Valerie Kile.

Guests: None

**CALL TO ORDER/APPROVAL:**

DJ called the meeting to order at 6:58 PM and requested any changes to the meeting agenda.

Approval of Agenda: *Erin motioned to approve; Val seconded, all in favor--the motion carried.*

Approval of the Minutes: *Jeff motioned to approve; Kristen seconded, all in favor--the motion carried.*

**COMMUNICATIONS:**

- E-Votes
  - Clay shoot gift & varies marketing expenses approved via e-votes since last meeting.

**COMMITTEE REPORTS:**

**Treasurer:**

- Bills for payment
  - Insurance for Clay Shoot (\$297)
    - *Val motioned to approve; Michael seconded, all in favor--the motion carried.*
  - Reimbursement for Val, Facebook Ad (\$118)
    - This is included in budget numbers; voting is on overall budget not just this reimbursement.
- Budget Approval
  - Projected Income (events): \$37,000; Projected expenses: \$21,629
  - Projected Donations/Sponsors: \$213,000
  - Projected Allocations: \$164,129
  - Projected Cash Balance 6/30/23: \$65,000
    - Note: We brought our cash balance down from last year.
    - *Val motioned to approve; Erin seconded, all in favor--the motion carried.*
- Financial Summary August-September 2022:
  - Income: \$5,795; Donations: \$1728.62; Grants: \$1,300; Expenses: \$12,051.07  
=Ending Cash Balance \$59,935.36.
- Reapplied for PA Sales Tax exemption--should hear back end of October.

**Governance:**

- Elections-DJ opened the floor for all nominations for officer positions.
  - President – Valerie Kile, nominated by Erin Vermeulen, Jill Krahwinkel 2<sup>nd</sup>, Valerie accepted.
  - Vice President – Erin Vermeulen, nominated by Valerie Kile, Kristen 2<sup>nd</sup>, Erin accepted.
  - Secretary – Jill Krahwinkel, nominated by Valerie Kile, Michael Perinotti 2<sup>nd</sup>, Jill accepted.
  - Treasurer – Michael Perinotti, nominated by Erin Vermeulen, Val 2<sup>nd</sup>--Michael accepted.
    - *DJ motioned to close nominations; Erin seconded, all in favor--the motion carried.*
    - *Michelle motion to vote on all, Kristen 2<sup>nd</sup>—unanimous vote for all office nominations—the motion carried.*

- All newly elected officers will need to go into New Tripoli Bank to be able to sign for future checks.
- Governance Survey sent out.
- A general discussion was had about the succession of officers and filling two open positions, anticipated third open position in the near future.
- Apparel-new shirts ordered for
- DJ volunteered to join the Finance Committee.

### **Allocation & EITC:**

- Michelle & Dr. Warfel volunteered to serve on the Allocations Committee.
- Lions Follweiler Grant, received \$1300 for CPR equipment, part of school curriculum.
  - *DJ motioned to approved cut check to district, Jeff 2<sup>nd</sup>, all in favor--the motion carried.*
- Mini grant program timeline-Claire working updated timeline.
  - Last two years been difficult getting teachers to apply but this seems to be an effect of COVID-19. Teachers are inquiring about when mini grant will re-open therefore expected increase in interest.
- Camp Fowler-\$7,000 team building experience for 6<sup>th</sup> grade conversion of two elementary schools. Expect e-vote on this before next board meeting. Val offered to consider an annual campaign to support this each year.

### **Alumni:**

- DJ reported that Charlene has not been able to move forward with our partnership opportunities and agreed to follow up in a month.

### **Fund Development:**

- Clay Shoot-DJ reported Giveaways is secured (home protection shotgun), sponsors are signed up, still need shooters (need 75-100). Also, need volunteers to attend the event and provide food. Amy & Erin will resend Sign Up Genius. Will use Photo Booth.
- Cornhole Tournament-Save The Date: Saturday 2/25/23 @ middle school gym. Jill & Courtney will help organize the event and the students from the new Student Ambassador program. Will need help with concessions from board members.

### **Public Relations:**

- Night in the Country-Future ideal to set up in grass, hammer added to the bag to help secure booth. Definitely need at least two, preferably 3 to set up the tent.
- Photobooth
  - 73 photos taken, 202 people, 47 Sharing Button Clicks, contact list shared with Amy.
  - Would we be interested in sharing the photobooth in future? Maybe Student Ambassador program could be involved.
- Senior Signs-new design on signs coming out for final vote. Mert Signs agreed to continue printing them.
- Rec Field sign design approved.
- Tiger Takeovers
  - Old Homestead Sunday Oct 16<sup>th</sup>, all day, 15% of total
  - Retriever Dec 9<sup>th</sup>
- Sponsorship Event- mixer to acknowledge sponsors, board members strongly encouraged to attend.
  - Save The Date: Wednesday Nov 9<sup>th</sup>
  - Location: Ridgeview Winery (old Hackett Winery) off Golden Key Road.

- Budget: Preapproved \$4,000, Val targeting \$3,300.
- Plan: Two drink tickets, light food,
- Invite list-please add any new sponsors or potential
- Donations: Might be seeking for dessert donations from board members.
- Northwestern Tree Lighting-\$25 nonprofit fee, Sunday 12/4 4:30-7:30 PM, Ontelaunee Park.
  - *DJ motioned, Michael 2<sup>nd</sup>, all in favor-the motion carried.*

#### **DEVELOPMENT DIRECTOR:**

- Employee Giving-30 signed up, raised \$3,216 for 22-23 school year thus far, much improved!
  - Amy requesting \$100 amazon gift cards for prize.
    - *Michelle motioned, Erin 2<sup>nd</sup>, all in favor—motion passed.*
- 2023 Partnership/Sponsorship Approval-Amy presented minor changes to sponsorship plans.
- Stadium Chairs-expense was approved last board meeting, merchandise no longer available, on hold!

#### **OLD BUSINESS:**

- Strategy Session (alumni, increasing event participation, capital campaigns).

#### **NEW BUSINESS:**

- Staff Advisory Group-Amy reported 35 responses received. Leann reports this is a low response rate and requested to leave it open. Leann will resend it out from the school to try to increase response rate. Once closes- Michelle & Amy will review results in next week or two and will be shared at the next board meeting.
- Student Ambassador Program-Erin shared new initiative to engage high school students in leadership roles. Applications closed last week, 5 applicants. Interviews are in process. They will be asked to attend at last one meeting.
- Other business items, discussion points or comments
  - Val will send out email for upcoming Strategy Session in March 2023.

#### **ADJOURNMENT:**

*DJ motioned to adjourn the meeting @ 8:55 PM, Kristen seconded, all in favor—motion passed.*

**Next Meeting: December 5, 2022 @ 7 pm – TBD**