

SouthWest Metro Educational Foundation

Board Meeting

Tuesday, October 24, 2017 4:30 PM

MINUTES

Present: Lesley Chester, Laurie Gauer, William Thompson, Melissa Carlson, Norma Timmons, Joyce Eissinger, Michael Sokol, Stephanie Erickson, Ginger Gregory, John Weinand

Absent: Mary Hanson, Danelle Simenson, Sara Heitkamp, Darren Kermes

1. CALL TO ORDER
Presenter: Laurie Gauer

Meeting called to order by Laurie Gauer at 4:40pm

2. APPROVAL OF SEPTEMBER MINUTES
Board Vote Needed
Presenter: Laurie Gauer

Reviewed draft of September Minutes. A single edit to change 'Diane Fedie' to 'Diane Weckman' in discussion item 4 is needed before approval.

Board vote to approve September Minutes contingent on suggested change moved by Joyce Eissinger with Norma Timmons second, followed by unanimous vote.

 [SWMEF Board Minutes 9-26-17.docx](#)

3. FINANCE REPORT - APPROVAL OF SEPTEMBER FINANCIALS
Board Vote Needed
Presenter: Lesley Chester and John Weinand

No significant activity from September. Reserve fund remains in good standing. Gala and MyPillow income and expenses will be reported next month. A stock gift was reported as income this month. Now that school is in session again, there will be additional expenses to support school programs.

Board vote to approve September Financials moved by Melissa Carlson with Norma Timmons second, followed by unanimous vote.

 [Sept 2017 Balance Sheet by Class.pdf](#)

 [Sept 2017 Balance Sheet.pdf](#)

 [Sept 2017 General Ledger.pdf](#)

 [Sept 2017 I & E.pdf](#)

 [Sept 2017 Profit & Loss vs Budget.pdf](#)

4. APPROVAL OF SUBMISSION OF 990 AND MN ATTORNEY GENERAL REPORT

BOARD VOTE NEEDED

Presenter: John Weinand and Lesley Chester

Submissions are required by November 15. Each attendee reviewed the 990 and Attorney General Report.

Board vote to approve the 990 submission moved by John Weinand with Norma Timmons second, followed by unanimous vote.

Board vote to approve MN Attorney General Report submission moved by Melissa Carlson with John Weinand second, followed by unanimous vote.

5. APPROVAL OF LAST MINUTE PROGRAM GRANT

BOARD VOTE NEEDED

Presenter: Laurie Gauer

Previously, the board approved grandfathering districts grants and reviewed applications for a total of \$5,000. A late request has come in from Shakopee Town Square for \$250 to be used towards a Thanksgiving meal for staff. This grant would be beneficial for promoting staff development from multiple programs.

Discussed \$250 appears to be higher than what is expected for 40 people to benefit from grant, does not directly include students, and may set a precedent for other programs.

The board is denying the Shakopee Town Square request as it does not currently align with the strategic plan.

The grant submission form will be reviewed in the future to include guidelines for what an appropriate grant request may be.

Board vote to deny grant request from Shakopee Town Square moved by John Weinand with Joyce Eissinger second, followed by unanimous vote.

 [Shakopee Town Square Request.pdf](#)

6. GALA RECAP

Presenter: Lesley Chester

Low-end estimate for gala revenue is \$30,000 compared to around \$40,000 at last year's gala. The final report with breakdown will be available in November. Some of the larger donors were absent due to the change in timing this year and homecoming being the same night.

Live auction was successful this year with sufficient funds raised and an appropriate amount of bidding items. Some of the student creations did not sell this year in the silent auction.

Chris Eghert stated he enjoyed the event this year and would be interested in emceeing again next year.

Traffic for the check out process should be streamlined by funneling traffic out of the hall through one or two doors. By keeping the process more linear from a traffic perspective, confusion may be reduced.

Music was still playing as the program started. The doors remained open longer than they should have. Better Hazeltine staff scripting should be implemented next year.

Discussed how there was less energy from the board and attendees this year. There will be additional discussion in the future around reworking the gala program with what works well to promote a fresh feeling.

The date for the next gala will likely be October 26 at Hazeltine. Venue and date is subject to further discussion.

7. FUNDRAISING AND FOLLOW-UP FOR END OF YEAR

Presenter: Laurie Gauer

Assigned tasks to some meeting attendees to follow up with gala guests including auction winners and requesting donations from those who did not attend.

There will be ongoing discussion regarding how the gala can be refreshed to create more energy in the coming years.

8. UPDATES FROM TEACHERS AND SCHOOL BOARD

Presenter: Stephanie Erickson and John Weinand

Update from Teachers - Stephanie Erickson

Update from School Board - John Weinand

Update from District 288 Executive Director - Darren Kermes

No new updates from teachers, school board, or District 288 Executive Director.

9. OTHER

Presenter: Lesley Chester

No additional items of discussion.

10. ADJOURN

Presenter: Laurie Gauer

October Board Meeting adjourned at 6:15pm.

Next Meeting is Tuesday, November 28th, 2017 at 4:30 pm.