

SouthWest Metro Educational Foundation

Foundation Governing Board Meeting

Tuesday, May 26, 2015 4:30 PM

SouthWest Metro Educational Cooperative

1. CALL TO ORDER

Laurie called meeting to order at 4:35 p.m.

2. APPROVAL OF APRIL MINUTES

Board Vote Needed

 [SWMEF - Board Meeting Minutes 4-28-15.doc](#)

John moved to approve the April minutes, Ginger second, unanimously approved.

3. FINANCE REPORT

Board Vote Needed

John moved to approve financials, Ginger second, unanimously approved.

Lesley will look into merchant fees and options for credit cards.

4. FISCAL SPONSOR UPDATES

Minimal Activity. Three checks this month - Second Harvest Heartland, Mary Romansky (reimbursement for Prom Activities), Rachel Romansky (contract).

Lesley will check in Laura Helmer about fees the foundation charges. Board is looking into establishing an administrative fee for being a fiscal sponsor.

5. TEACHER APPRECIATION - RECAP

Recap of the Breakfast - What went well, what to change?

Already noted that yogurt should not be Activia. Also maybe table clothes for all tables. Nice having Joy working on the food. Maybe have coffee made at Co-op. Really good on numbers for food quantity. Maybe change up the food to include bagels. Some asked for decaf coffee.

6. SCHOLARSHIP AWARDS BREAKFAST - RECAP

Recap how the breakfast went. What went well? What to change?

Post event Press Release being made and sent. Thank you Chelsea!!

Lesley will email Chelsea to post information on website and Lesley will alert board of various postings for foundation.

Do we want to consider a print invite? May want to consider moving from Evite to Constant Contact. Lesley will look at pricing and include in upcoming fiscal year budget.

7. SCHOLARSHIP POLICY REVIEW - UPDATE

Based on April's meeting discussion. Attached is the updated policy for board vote.

Board Vote Needed on Update to Policy.

 [Scholarship Disbursement Policy Update 5-2015.doc](#)

John moved to approve updated policy with edits made during meeting, Ginger second, unanimously approved.

8. SCHOLARSHIP MENTORS UPDATE

Although we did not have students express interest prior to the awards breakfast. Two students have mentioned interest since the breakfast. They were instructed to contact Lesley. Once they do, Lesley will share that with board and we will work on pairing mentee to mentor and take it from there.

9. SWMETRO - GRADUATIONS

The foundation has made it a priority to attend graduations. We would like at least one board member to attend each graduation. Let Lesley know which one(s) you would like to attend. Graduation Dates are as follows:

ASD High School - Friday, May 29th at 1:00 PM STS Classroom (Town Square Mall) - Laurie

GED - Wednesday, June 10th at 7:00 PM SWMetro Auditorium - Lesley

Lydia High School - Friday, May 29th at 10:00 AM Lydia Education Center - Laurie

New Beginnings - Thursday, May 28th at 6:30 PM SWMetro Auditorium – Renee and Brenda

Passages - Friday, May 29th at 1:30 PM SWMetro Auditorium – Mary

SouthWest Metro High School - Friday, May 29th at 10:00 AM SWMetro Auditorium – Renee and Mary

Transition - Friday, May 29th at 1:00 PM Shakopee District Board Room (Town Square Mall) - Laurie

10. BOARD RETREAT - RECAP

We had a great retreat and left with a 3 year plan. Lesley is putting all the information together into a plan narrative with a goals spreadsheet and budgets. This draft will be shared via email prior to the June meeting so that at the June meeting the board approves the 3 year plan.

11. 2015 GALA - EARLY AUCTION AND INVITE LISTS

2015 Gala Materials are almost done on Google Docs. She will send an email with the access information.

BOARD ACTION - Board Members need to look through the Master Mail list and edit any known address changes, add people who are missing and take off people as needed. Board Members should add contact people, businesses, and address information for potential Gala Auction items to the prospect Excel Sheet.

Lesley will share the documents with board.

12. NEW BEGINNINGS FUNDING DISCUSSION

Any updates to share with the Board?

Grace Lutheran made a \$10,000 donation to New Beginnings.

13. UPDATE: SCHOOL BOARD, TEACHERS, ETC.

Update from Teachers - Renee Lips Bush – End of year is here. Kids are so excited for the Kick Ball Tournament. They are so grateful for the sponsorship the foundation provides. Adding a tug of war and running races etc.

Update from School Board - John Weinand – Approved Wold to do an addition at the River Valley Center (3 classrooms, storage, etc.). School received a donation of office furniture from Stephanie Uphoff's employer. Intermediate District pending approval from Governor in Omnibus Bill.

Update from Co-op Administration - Darren Kermes

14. UPDATE: EXECUTIVE DIRECTOR DUTIES AND UPCOMING MEETINGS

2015 Scholarship Awards Follow-up
Mentor Program Check in with Students
3 Year Foundation Plan

2015 Gala

15. OTHER

September 2 is the KickOff at the Landscape Arboretum.

Looking at moving August Board Meeting to September 1st to accommodate teachers available to give update to foundation. Dinner afterward at Dangerfields again.

16. ADJOURN

Next Meeting: Tuesday, June 23, 2015 at 4:30 p.m. at Valley Green

John moved to adjourn, Mary second.