

SouthWest Metro Educational Foundation

Board Meeting

Tuesday, July 23, 2019 4:30 PM

MINUTES

Present: Will Thompson, Melissa Carlson, Norma Timmons, Lesley Chester, Danelle Simenson, Joyce Eissinger, Michael Sokol, Veronica Behlke

Absent: Stephanie Erickson, John Weinand, Shannon Smith, Mary Hanson, Robin Dylla, Ginger Gregory, Darren Kermes

1. CALL TO ORDER
Presenter: Norma Timmons

Meeting called to order at 4:37pm.

2. APPROVAL OF JUNE MINUTES
Board Vote Needed
Presenter: Norma Timmons

No edits proposed for June Minutes.

Board vote to approve June Minutes moved by Melissa Carlson and Norma Timmons second, followed by unanimous vote.

 [SWMEF Minutes 6-25-19.docx](#)

3. FINANCE REPORT - REVIEW OF JUNE FINANCIALS
Board Vote Needed.
Presenter: Lesley Chester and Melissa Carlson

Reviewed 2018/2019 Fiscal Year Financials and June Financials. Lesley mentioned there are some pending changes to moving fund groupings around. Some scholarship funds came in from donors during June. Nothing to report for Good to Go Kids.

Board vote to approve 2018/2019 Fiscal Financials and June Financials moved by Melissa Carlson and Veronica Behlke second, followed by unanimous vote.

4. FISCAL SPONSOR AGREEMENT/CONTRACT
Board Vote Needed.
Presenter: Lesley Chester

The Executive Committee met to edit the Fiscal Sponsorship Policy and Agreement documents for Board proposal. The Board reviewed the updated documents. Lesley will investigate any liabilities of the Foundation from an insurance perspective. Should providing insurance to the "Project" be considered a benefit from the Foundation? Discussed owning property or access to property of a project. Lesley will email out current copies of the documents and follow up after she is in contact with the insurance provider. The goal would be to have documents approved by electronic vote by the end of July 29.

 [Fiscal-Sponsorship-Agreement - SWMEF 2019.docx](#)

5. 2019/2020 PLAN AND BUDGET

Presenter: Norma Timmons

Discussed plan and budget for the foundation of the 2019/2020 fiscal year. Reviewed the previous revenue goals and discussed goals for the upcoming fiscal year. Broke down goals for various sources of income.

Reviewed ways to increase scholarship donors by having board members instigate member district businesses, advisory districts, and chambers of commerce. For larger districts, two people could pair up. Lesley will email out information on researching member district funding opportunities.

The budget for the new fiscal year should be approved at the August meeting.

6. GALA COMMITTEE UPDATE

Presenter: Norma Timmons

Committee met with Hazeltine to discuss menu options and make decision. William will provide music for the event and could locate music from the Harry Potter movies. Games and activities will be an ongoing discussion topic. Gala invitations should be printed for the August board meeting.

The August meeting will be a working session for stuffing envelopes of invitations and completing other gala elements.

7. DIANE GRUNEWALD FOUNDATION

Presenter: Lesley Chester

Hear for Diane Fundraiser is Saturday, July 27 at Tuttle's Bar and Grill from 6:30 - 10:30 pm.

8. UPDATES FROM TEACHERS AND SCHOOL BOARD

Update from Teachers - Joyce Eissinger
It's summer!

9. OTHER

Presenter: Lesley Chester

Gala Committee Meeting is Wednesday, August 21 at 4:15 p.m. at Byerlys - Eden Prairie

After the August meeting everyone will gather at Dangerfield's for dinner.

10. ADJOURN

Presenter: Norma Timmons

Joyce Eissinger moved to adjourn the meeting with Danelle Simenson second.

Meeting adjourned at 6:10pm.

Next Meeting is Tuesday, August 27, 2019 at 4:30 pm.