

## SouthWest Metro Educational Foundation

### Board Meeting

Tuesday, August 22, 2017 4:30 PM

### MINUTES

Present: Melissa Carlson, Lesley Chester, Joyce Eissinger, Laurie Gauer, Ginger Gregory, Danelle Simenson, Shannon Smith, William Thompson, Norma Timmons

Guests: Jennifer Bockr, Melanie Kray, Cindy Walters

Absent: Stephanie Erickson, Mary Hanson, Sara Heitkamp, Mary Jorissen, Darren Kermes, Tracy Langheinrich, John Weinand

1. CALL TO ORDER

Presenter: Laurie Gauer

Meeting called to order by Laurie Gauer at 4:31pm.

2. ACCEPTANCE OF RESIGNATION OF MARY JORISSEN AND NOMINATION OF MICHAEL SOKOL TO THE BOARD

**Board Vote Needed**

Presenter: Laurie Gauer

Mary Jorissen has submitted resignation from the board and is requesting emeritus status. The Executive Committee has put forward Michael Sokol as a new board member candidate.

Board vote to approve Mary Jorissen's resignation of board member status and acceptance of emeritus status moved by Norma Timmons with Ginger Gregory second, followed by unanimous vote.

Board vote to accept Michael Sokol as a board member moved by Norma Timmons with Melissa Carlson second, followed by unanimous vote.

 [Michael Sokol Application.pdf](#)

3. APPROVAL OF JUNE MINUTES

**Board Vote Needed**

Presenter: Laurie Gauer

Board vote to approve June Minutes moved by Norma Timmons with Ginger Gregory second, followed by unanimous vote.

 [SWMEF Board Minutes 6-27-17.docx](#)

4. FINANCE REPORT - APPROVAL OF JUNE AND YEAR END FINANCIALS

**Board Vote Needed**

Presenter: Lesley Chester

Executive Committee had extended meeting in August to focus on finances. Some funds were moved from General Operating to start the Reserve Fund.

Board vote to approve June Financials moved by Norma Timmons with Joyce Eissinger second, followed by unanimous vote.

Board vote to approve Year End Financials moved by Norma Timmons with Melissa Carlson second,

followed by unanimous vote.

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

 [FY17 Financial Income & Expense.pdf](#)

 [June 2017 Income & Expense.pdf](#)

 [FY17 Profit & Loss Budget vs Actual.pdf](#)

5. APPROVAL OF YEAR 3 PLAN AND BUDGET FOR FISCAL YEAR 2017/2018

**Board Vote Needed**

Presenter: Laurie Gauer

Year 3 Plan:

Scholarships - Plan would be to increase scholarship dollars to \$22,000. This may be a combination of increased number of scholarships or increased dollar amount for a scholarship.

Sponsorships - Based on the conversation that Laurie Gauer and Lesley Chester had with Darren Kermes and Joyce Eissinger (see attached notes) with consensus of the Executive Committee, they proposed:

1. Annually Adopt a Project (like the desks last year) - Recommended adopting a special project each year, and this year it is the playground with the goal being \$5,000 (from the Fund a Need at the gala). Then the board would open up in May of each fiscal year ideas of projects to adopt with selection and approval at the July meeting. Other adopt a project ideas include: updated tools for automotive, updated software for graphic arts, etc. The key would be to rotate it around the district so that different programs benefit.

2. Board discusses and identifies how much should be available for smaller granting of projects (maybe \$5,000). Board reviews the current application and shares with staff to complete and turn in by September 15th with review and approval by board at the September board meeting. The Executive Committee recommends grandfathering in activities that benefit multiple programs like the Annual Thanksgiving Dinner, Kick Ball Tournament, and Teacher Appreciation. The remainder of the funds would be part of the competitive application process.

Mentoring - Executive Committee recommends \$5,000 to be granted to District 288 to help staff and operate the mentoring program including supplies needed for it.

Board vote to approve Year 3 Plan and Budget for Fiscal Year 2017/2018 moved by Norma Timmons with Joyce Eissinger second, followed by unanimous vote.

 [Notes - Meeting 7-17-17 Darren, Lesley, Joyce and Laurie.docx](#)

 [Strategic Plan - Year Two Review.doc](#)

 [FY17 Budget vs Actuals vs FY18 Budget and Assumptions without GTGK.xlsx](#)

6. UPDATES FROM TEACHERS AND SCHOOL BOARD

Presenter: Joyce Kissinger

No new updates from teachers or school board.

7. GALA UPDATE

Presenter: Lesley Chester

Jennifer Bock created various promotional materials such as posters to raise awareness of the gala. A Facebook event has been created to start an online presence for the event. Board members encouraged promoting the event by soliciting for auction items, leveraging connections to sell tickets, etc. Several documents are available to board members through Google Docs for logging auction items, attendees, and printing miscellaneous forms. Some auction item requests have already been sent to various organizations such as theaters and sports teams. Student auction items will return this year but in less quantity.

Gala Committee is seeking ideas for table centerpieces. These should be items students can create or assemble in school.

The gala is Friday, October 13th 5:30pm at Hazeltine in Chaska.

8. WELCOME AND INTRODUCTION OF DISTRICT 288 STAFF

Presenter: Laurie Gauer

Welcomed District 288 staff for presenting on programs and services.

9. REVIEW AND UPDATE OF PROGRAMS AND SERVICES IN DISTRICT 288

Presenter: Joyce Eissinger and District 288 Staff

Staff presented on history of the foundation and current member districts that include Rice, Sibley, Carver, Scott, Wright, Hennepin, and LeSueur counties. Reviewed services offered at the 401 Building, East Creek Family Center, Juvenile Alternative Facility, River Valley Education Center, St. Boni, Shakopee Town Square, and Valley Green. All attendees welcomed to participate in the bus tour on September 21st from 8:30am-12:30pm starting at the 401 Building.

10. ADJOURN

Presenter: Laurie Gauer

August Board Meeting adjourned at 6:03pm.

Next Meeting is Tuesday, September 26th, 2017 at 4:30 pm