

**GRAFTON EDUCATION FOUNDATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**December 13, 2011**

GHS Library Media Center

**I. Call to Order**

B. Hoffman called the meeting of the Board to order at 7:05 p.m.  
This is a regular meeting of the Board of Directors.

Voting Members Present: M. Cibulka, M. Donahue, B. Hoffman, L. LaMaster, J. McNally, R. Riddle, A. Schroeder, S. Vepraskas

Non-Voting Members Present: C. Bauer

Non-Voting Member Excused: A. Shanks

Member Absent: NONE

Guests Present: D. Best, S. McDonnell, S. Parsons, K. Walton

**II. Previous Meeting Minutes**

R. Hoffman submitted the minutes from the November 8, 2011 meeting for review. No additions or corrections were made. C. Bauer moved to approve the minutes; seconded by M. Donahue. Motion carried 8-0.

**III. Grafton Education Foundation Secretary**

R. Hoffman reported that Richard Kranitz has resigned as Secretary. A search for a new Secretary and/or Legal Counsel is under way.

**IV. Treasurer's Report**

M. Donahue distributed the 11/30/11 Balance Sheet and Income Statement. Motion to accept the report as presented was made and seconded. Motion carried 8-0.

**V. 2012 Budget**

M. Donahue presented a draft budget for 2012. The 2011 budget was compared to estimated actual results and it was noted that the actual numbers for Seeds to Harvest were somewhat less than budgeted but that the unbudgeted Lambeau Field Concession income provided a favorable variance in excess of \$20,000. Total Income for 2012 is projected at \$27,200 and expenses, including

\$24,000 in grants, should be \$25,790. Motion to accept by R. Riddle, second by S. Vepraskas. Approved 8-0.

**VI. Lambeau Field Concessions**

R. Riddle reported that there are two more regular season games with the potential for two playoff games that we will need to staff. She has been contacted by a representative of the Northern Kettle Moraine Horse Trail Association offering to help us staff these games for a share of the revenue we receive. Motion by R. Riddle, second by M. Donahue that we enter into an agreement with this group to split revenue based upon pro-rata participation by group members. Carried 8-0.

**VII. Collection of Board Member Responsibilities**

S. Vepraskas led a discussion of proposal to add two Vice Presidents, one dealing with Public Relations and Fund Raising and the other in the areas of Committee Supervision and Assistance. At the end of the discussion, R. Hoffman asked that members take some time to think about these roles and indicate any potential interest in either post to him by 12/31/11.

**VIII. Board Membership on the Grant Evaluation Committee**

Discussion led by L. LeMaster. It is ideal that at least two members of the Board be part of this five member committee. A. Schroeder and S. Vepraskas volunteered to serve on the Committee. Grant evaluation will require an estimated six to eight hours work.

**IX. Strategic Planning**

D. Best led the continuing discussion of the Strategic Planning effort. He distributed handouts clarifying the prior input from Board meetings. The Board was charged to consider the work to date in light of the Mission Statements of both the Grafton School District and the Foundation. That discussion will be on the January 2012 agenda.

**X. Funding a Project to Help All Schools**

C. Bauer led a discussion of how the Foundation's efforts could be focused to address district-wide needs in addition to making grants to benefit individual teachers and school. The point was made that this is a future focus and that discussion needed to continue at future meetings.

**XI. District Rummage Sale Project**

It was reported that we continue to seek a chairperson for this project. It was agreed that in concept this is a good idea but that it requires the right person to spearhead the activity.

**XII. Miller Park Concession Stand Project**

The Miller Park concessionaire would need to be contacted by early January to be included in 2012 planning. There is no chairperson and it was decided to not make an effort to take advantage of this opportunity in 2012.

**XIII. Additional Committee Reports**

None.

**XIV. Other Matters**

None.

**XV. Adjournment**

Motion to adjourn meeting was made and carried 8-0.. Meeting adjourned at 9:35 pm.

Respectfully submitted,

Stephen McDonnell  
Secretary pro-temp