

**GRAFTON EDUCATION FOUNDATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**March 11, 2014**

GHS Library Media Center

**I. Call to Order**

Bob Hoffman called the March meeting of the Grafton Education Foundation to order at 7:00 p.m. This is a regular meeting of the Board of Directors.

Directors Present: Mike Donahue, Bob Hoffman, Julia McNally, Renee Riddle, April Shanks, Karen Walton

Directors Absent: Mike Cibulka

Members Present: Kerry Feutz, Lisa LaMaster, Tammy Taylor, Jennifer Teunissen

**II. Introduction of Guests – Bob Hoffman**

Renee Riddle introduced Jennifer Teunissen who is attending the GEF meeting for the first time. She attended the Soupor Bowl with her husband this year, and is attending tonight's meeting because she wants to learn more about the Grafton Education Foundation.

**III. Previous Meeting Minutes**

Bob Hoffman submitted the minutes from the February 11, 2014 Board of Directors meeting for review. Karen Walton made a motion that Julia McNally seconded to approve the minutes. The motion carried 5-0.

**IV. Treasurer's Report – Mike Donahue**

Mike Donahue distributed the financial reports as of February 28th. In addition, he identified the following fund balances:

General fund		\$47,000
Fund the Need Books		\$900
Fund the Need 21 <sup>st</sup> Classroom		\$1,350
Zaun Foundation matching funds:		
Fund the Need Books	\$900	
Fund the Need 21 <sup>st</sup> Classroom	\$1,350	
Unallocated funds	<u>\$22,750</u>	
Total Zaun Foundation funds		\$25,000

General Funds are available to fund 2014 grants. Mike recommended that we retain \$15,000 as operating funds. The discussion that followed concerned the amount that should be allocated to 2014 grants. Mike Donahue made a motion that Renee Riddle seconded that we allocate \$31,000, the amount of the Soupor Bowl profit, to 2014 grants. Two directors voted in favor of the motion, while three were opposed and the motion failed. Julia McNally then made a motion that Karen Walton seconded to allocate \$30,000 to grants. The motion passed 5-0.

At this point Mike Donahue left the meeting.

#### **V. 2014-2015 Grant Applications – Karen Walton**

Karen Walton reported that the grant evaluation process had not started. Her review of the applications identified issues with two of the grant applications. Jim Heimann, custodian at Kennedy, requested funding for an activity planned for May of this year which would be before the winning grants are announced. After a discussion it was decided that if his grant is funded he could be notified so that he could plan the activity, but not publicize the fact that he had been awarded a grant.

Karen also reported that an application has been received to fund the Destination Imagination program. Since this is an extra-curricular activity, it is not eligible for funding and the applicant will be notified.

#### **VI. PR Status Report – Renee Riddle**

Renee Riddle reported that certificates have been distributed to each of the restaurants who had won one of the contests

associated with the Soupor Bowl soup tasting. Pictures of the presentation were taken and they are now on the website. She said that the comments of the people who had attended the Soupor Bowl have been overwhelming positive. She will be looking into purchasing banners for all district schools similar to the banner in the Commons area of the high school. She also will be looking into having bumper stickers printed.

Jennifer Teunissen suggested that we include a high school student on the board. This could lead to a presence at district sporting events resulting in additional PR as well as increased donations.

## **VII. GEF Mascot Costume – Julia McNally**

An affordable source for the GEF mascot costume has not been identified. Renee Riddle indicated that she will contact someone she knows who might be able to create the costume. The mascot costume will not be needed until the Holidaze Parade in early July.

## **VIII. Proposed By-lay Revisions – Bob Hoffman**

The proposed by-laws were reviewed. The following changes were made:

In Article III Paragraph 3.02 the word “prior” in the second sentence was deleted.

In Article IV Paragraph 4.02 the word “prior” in the second sentence was deleted.

In Article IV Paragraph 4.02 the following sentence was added to the end of the paragraph. “Current Grafton School District employees cannot serve as officers.”

Julia McNally made a motion that Renee Riddle seconded to approve the Revisions to the By-laws. The motion carried 4-0 with Bob Hoffman, Julia McNally, Renee Riddle and Karen Walton voting in favor.

**IX. Proposed Expectations of Directors – Bob Hoffman**

Bob Hoffman distributed the document, *Expectations of The Directors of the Grafton Education Foundation*. The Directors present at the meeting agreed that the stated expectations were reasonable.

An additional document, *Expectations of the Honorary Directors of the Grafton Education Foundation* will be reviewed at a future meeting.

**X. Additional Committee Reports – All**

There were no additional Committee Reports

**XI. Other Matters – All**

Bob Hoffman reported that he had appointed himself to the Nominating Committee for the May 2014 elections. Everyone who is interested in running for office should contact him. If there is no interest in one of more of the officers, Bob indicated that he would appoint Directors to serve as officers.

**XII. Adjournment – Bob Hoffman**

Karen Walton made a motion that April Shanks seconded to adjourn the meeting at 8:50 pm. Motion carried unanimously.

Respectfully submitted  
Bob Hoffman  
Interim Recording Secretary