



Southington Education Foundation

October 8, 2019

6:00 p.m. to 7:30 p.m.

The Orchards

Full Board Meeting Minutes

Quorum= 6

7 Executive Board Present- Jerry Belanger, Ellen Bellinger, George Fournier, Jan Galati, Michelle LeBrun-Griffin, Joyce McAloon, and Ann Taylor.

3 Executive Board Members Absent- Paula Knight, Gail Duffy, Denise Carabetta

Ex-officio Member Absent – Tim Connellan

3 Full Board Members Present: Gloria Brown, Dianne Quinn, and Joanne Kelleher.

1. **Welcome/Call to Order** – Jerry called the meeting to order at 6:06 p.m.

2. **Approval of Minutes** from September 2018
Joyce moved approval of the 9/17/19 minutes, seconded by Jan. The minutes were accepted.

3. **Treasurer's Report** October 2018 - George
 - CHECKING-- \$14,929.17
 - SAVINGS/MONEY MARKET--\$11,526.70
 - BALANCE/ASSETS—\$26,455.87
 - George reported all of last year's trivia teams have now paid their fees, bringing the total profit from last year's trivia bee to \$4,035.
 - Michelle moved to approve the treasurer's report, seconded by Joyce. The treasurer's report was accepted.

4. **Committee Work**
 - a. **Board Development** - Jan
 - i. **By-law review and approval**
 - Jan explained the advice from our attorney on questions raised in the proposed language in the revised by-law revisions was "common by-law language".
 - Jan moved to accept the 10/8/19 by-law revisions. George seconded the motion, which passed unanimously.

ii. Nominations to Board of Directors

- All 10 executive board members are henceforth considered members of the *Board of Directors*.
- Jan nominated three new members to the Board of Directors: Gloria Brown, Dianne Quinn, and Trish Kennefick. George seconded. All in favor.
- We now have 13 members on the Board of Directors. (Quorum = 7)

iii. Website Updates Needed

- Jerry will update the website to include the names of the Board of Directors
- Michelle will create a template to use for updating bios.
- Headshots can be used with bios instead of a group photo.

iv. Plans for Membership Drive

- Jan presented a plan with ways to increase our membership. (Attached.)
- Many ideas were discussed including spreading the word through personal connections, publishing meeting dates and events, better utilization of resources (Little Green Light and the Chamber of Commerce) targeting specific groups (ie. ex-BOE members or candidates that aren't elected) promotion of ways people can help, etc.
- Joyce volunteered to contact PTO presidents.
- A committee was formed to work on the membership drive. (Jan, Michelle, Joyce, & Gloria)

v. Board Development Calendar

Jan proposed a calendar for board development which will need to be revised due to changes in the by-laws and should be added to the board manual.

b. Scholarship Committee - Ann

i. Status of Fine Arts Scholarship

- We are waiting to hear if SoCAA will co-sponsor the fine arts scholarship with us.
- The scholarship description now reads: *Awarded to a graduating SHS senior in good standing with a desire to major or minor in the Fine or Performing Arts. Categories include: Creative Writing, Music, Dance, Theater and Visual Arts. ** Applicants must provide an essay explaining why they selected their intended college major or minor and how it relates to their career path in the arts.*

ii. Funding the 2020 Scholarships

- Michelle made a motion to allocate up to \$3,000 for the three 2020 SEF scholarships. Seconded by George. All in favor. The motion passed.

c. Grants Committee – Denise

- One grant request for \$4,943 was received.
- The committee will meet on October 21st.

i. **Plans for Recognition Program** – Ellen

- The date has been set for December 3, 2019 at SoCCA.
- Jan circulated a sheet for suggestions of possible new members to invite.
- Ellen and Jan will meet to generate more invitees and begin invitations.
- Joanne suggested Southington teachers who recently received *Funds for Teachers* grants could be invited to our recognition night.

d. **Marketing/Outreach**

i. **School Ambassadors** –Joyce

- We are in need of ambassadors to cover JAD and SES.
- Joyce will distribute Just-For-You fliers through PTO presidents. (Can be added to their websites and social media pages.)

ii. **SEF Bulletin Board** –Joyce

- Joyce updated the bulletin board in April.

iii. **Southington Public Library** Report

- Paula met with with Katie Solowski of the Southington Public Library to discuss ways we might share each others' information, such as linking information between our websites.
- Joanne discussed the need for upgrades to the library building. The architect will be holding listening sessions to determine what the public feels is needed. SEF members invited to participate.

e. **Resource Development**

i. **Gala Committee Sign-Ups** – Michelle

- All the plans from last year's gala are organized on pages in Google Docs, where members can find information related to the gala.
- Members should go to Google Docs to volunteer for 2-3 commitments for work on the gala.

ii. **Trivia Night November 7th** –Jerry

- Advertisements for teams are out. We currently have 3 teams.
- Event will be run the same as last year. Questions have been written.
- Different members volunteered to reach out to last year's teams to get them back

5. **Motion to Adjourn** – Jerry

- Gloria moved to adjourn, seconded by George. The meeting adjourned at 7:42 pm.

6. **Next Meeting** – November 12, 2019, 6-7:30 p.m., The Orchards

Respectively submitted, Ellen Bellinger, SEF Secretary

Mission: The Southington Education Foundation, Inc. is committed to instilling a life-long love of learning in all children through innovative, creative learning experiences that expand upon existing educational opportunities. The Foundation will partner with the community to secure resources, inspire excellence, and enrich student achievement.

Core Values: Innovation, Learning, Equity, School-Community Partnership, Integrity