



## Southington Education Foundation Full Board Minutes

February 13, 2019  
6:00 p.m. to 7:30 p.m.  
The Orchards

**Quorum** = 6 Executive Board members

**6 Executive Board Present-** Jerry Belanger, Ellen Bellinger, Gail Duffy, George Fournier, Michelle LeBrun-Griffin, Joyce McAloon,

**4 Executive Board Members Absent:** Jan Galati, Paula Knight, Ann Taylor, and Tim Connellan.

**Full Board Members Present:** Denise Carabetta, Nancy Garry, and Dianne Quinn

1. **Call to Order** — Gail called the meeting to order at 6:07 pm.

2. **Secretary Report** (Ellen)

*Jerry moved to approve the minutes of 1/8/19, seconded by Joyce.  
All in favor.*

3. **Treasurer's Report** (George)

CHECKING-- \$11,247.05  
SAVINGS/MONEY MARKET--\$21,520.46\*  
BALANCE/ASSETS—\$32,767.51

- \$10,000 was moved from savings to checking to fund L.E.A.F.  
This is the first of a two-year program commitment.

*Ellen moved to approve the treasurer's report seconded by Joyce.  
All in favor.*

i. Discussion Regarding Donation for **Robotics Team**

*Michelle made a motion to allocate \$1,000 to continue sponsorship of the robotics team at the gold level. Ellen seconded. All in favor.*

ii. Approval of Gift Cards for **Town Spelling Bee** – April 10th  
*Michelle moved that up to \$150 be allocated for gift cards for the student spelling bee. Jerry seconded. All in favor.*

Discussion revealed that the amount spent on gift cards in the past was uncertain. Gail will check with the literacy coordinator. The amount approved will be more than enough to cover the request.

#### 4. Committee Work

##### a. **Grant Committee** (Denise)

###### i. Approval of **Spring Grant Allocation**

*Michelle moved to allocate \$10,000 for spring grant funding. Ellen seconded.* Discussion revealed that we can better afford funding at a higher amount than the past few rounds. *All in favor.*

###### ii. Funding for **Repeat Grants**

Grant policy states that a repeated grant may be considered but repeat requests have been denied in the past. Questions were raised about what types of grant requests should become a program requests and what types of requests should be considered by the BOE for funding. Denise was asked to propose revised language in grant policy.

###### iii. **Funding for Food**

Questions were raised about the appropriateness of using SEF money to fund food within a grant request. State and federal guidelines suggest no money be spent on food, but we have allowed money in the past to be spent “at the applicant’s discretion” that went towards food. We should think about this.

##### b. **Board Development** (Ellen for Jan)

###### i. Approval of **New Board Members**

Dianne Quinn was welcomed as a new board member. Trish Kennefick will be joining the full board as well. Some members are unable to make Tuesday meetings. A proposal was made to schedule meetings on alternating days of the week. To be considered on the March agenda.

###### ii. Approval of **New Executive Committee Member**

The present 9 members will continue on the Executive Committee for 2019-20. Denise Carabetta has agreed to join the executive committee, but Michelle had to leave early so there was no quorum to officially vote on her approval.

###### iii. Executive Committee **Officer Nominations/Opening**

Paula Knight has expressed interest in the SEF chair position. Ellen Bellinger and George Fornier are willing to continue on as secretary and treasurer. We are seeking a person interested in the vice-chair position. Please let Jan or Ellen know if you are interested in the VP position.

c. **Resource Development** (Gail and Michelle)

i. **Gala Planning**

- o SEF's 10<sup>th</sup> anniversary will be theme.
- o Founding members will be invited (Gail). Corsages will be purchased.
- o How to incorporate SEF mission and history into the decorating theme was discussed. A table decoration committee was formed with Nancy Garry (chair) Dianne Quinn, and Ellen Bellinger.
- o A gala committee meeting is scheduled for February 23<sup>rd</sup> at 9:00am at Panera's.

5. **Review of "To-Dos"**

- a. Confirm Date for Grant Workshop  
No date set.
- b. Confirm Bulletin Board Update  
Joyce is unsure of how it should be updated.

6. **Motion to Adjourn**– Gail adjourned the meeting at 7:27pm.

7. **Dates to Remember:**

February 23<sup>rd</sup>, 9am Panera Bread, gala committee meeting  
March 12, 6:00, The Orchards – Next full board meeting  
March 30 - Spring for Education Gala  
April 22, 6:00 (TBA) - Grant committee meeting

Respectfully submitted,  
Ellen Bellinger, 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.