



## Southington Education Foundation

February 9, 2021  
6:30 p.m. to 8:00 p.m.  
E-Meeting on Zoom

### Meeting Minutes

Quorum= 7

**11 of 13 Directors Present:** Jerry Belanger, Ellen Bellinger, Gloria Brown, George Fournier, Jan Galati, Trish Kenefick, Paula Knight, Michelle LeBrun-Griffin, Joyce McAloon, Ann Taylor, and Dianne Quinn

**2 Volunteer Members Present:** Nancy Garry and Lisa Cammuso

1. **Welcome / Call to Order** – Paula

Paula called the meeting to order at 6:33 p.m.

2. **Approval of Minutes** - Ellen

With no additions or corrections noted, Joyce moved, and Trish seconded, approval of the January 12, 2020 minutes. All were in favor. The minutes were approved.

3. **Treasurer's Report** - George

a. **January report**

- CHECKING-- \$17,774.62
- TOTAL ASSETS—\$18,645.62
- Donations: \$260 from Network for Good, \$20 from United Way.
- IRS form #99N was filed.
- Additional donations from Vintage From the Heart, Ali's Nursery, and Nyren's are expected soon.
- Ellen moved acceptance of the 2/9/21 treasurer's report, seconded by Trish. All were in favor. The treasurer's report was accepted.

4. **Committee Work**

a. **Grant Committee** – Jan

- i. The committee recommended acceptance of a \$499 classroom library diversification mini-grant called *Windows and Mirrors*. Discussion included a recommendation to put SEF labels into the books. Gloria will design and print the labels.
- ii. Action: George moved to approval to fund the *Windows and Mirrors* mini-grant, seconded by Joyce. All in favor. The motion passed unanimously.
- iii. SEF has approved 3 mini-grants thus far this year totaling approximately \$1500 of the \$5,000 allotted. Three new applications will go to the committee on Feb. 22. Two additional applications were returned for revisions.
- iv. The March grant deadline is 3/16/21.
- v. Publicity for mini-grants – Local papers have not been printing submitted news releases. Our recent email blast generated more interest. Additional ways to extend electronic messaging were discussed including outreach through the SEA.

**b. Board Development - Jan**

**i. Nominating Committee Report on Directors' Status:**

Nancy Garry agreed to become a director. Paula moved to accept Nancy as a director, seconded by Jerry. The motion passed unanimously. Nancy is now a director!

Ann, who is finishing her first 3-year term, has agreed to continue as a director into another 3-year term.

**ii. Outreach for new members:**

A committee was formed to create an outreach campaign. There will be personal connections as well as a media blitz that will try to target skill sets needed (ie. tech & media, accounting & finance, fundraising resource, etc.). The search for new members will try to reach out through central office (Paula) the teachers' union (Jan) retired teachers living in Southington (Gloria) and the chamber of commerce. There was also a suggestion to create a student internship (age 18+).

## **5. Workshop Opportunity - Paula**

- a. The Community Foundation of Greater New Britain is offering free Zoom workshops to nonprofits from 8:30 to 10:30 on March 25<sup>th</sup> and April 7<sup>th</sup>.
- b. See the CFGNB website for additional information.  
<https://cfgnb.org/foundation-offering-fundraising-workshops-to-nonprofits/>

## **6. Scholarship – Ann**

- a. Scholarship money was sent. All 3 recipients sent thank-you letters.
- b. March 6<sup>th</sup> is the deadline for applications to be submitted.
- c. The high school is hoping for an in-person award ceremony this year.

## **7. Resource Development / Fundraising – Nancy & Joyce**

- a. The Shopping Extravaganza has raised \$630 so far. More is expected.
- b. A suggestion was made to have an online fundraiser with a company such as Pampered Chef for a % of sales.
- c. A suggestion was made to ask large businesses such as Walmart for support / apply for grants.
- d. Educator Recognition: The committee will meet again to plan for a program launch. Blank SEF note cards need to be ordered.

## **8. New Business**

- a. LEAF – Michelle was approached with a request to extend our partnership. We haven't the funds to offer financial support but a suggestion was made to help them in their efforts with events such as their Hoedown fundraiser.
- b. Robotics – Jerry was approached with request for a donation. To be placed on the next agenda.
- c. Ellen requested a process be established to communicate the need for notification letters when honorary or memorial donations are made. Paula suggested the treasurer notify the secretary as is done with requests for thank you notes to donors.

**9. Adjournment** The meeting adjourned at 8:12 pm.

**10. Dates to Calendar:**

Grant Committee Meeting - February 22, 2021 at 6:30 pm.

Regular Meeting - March 9, 2021 at 6:30 pm.

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.

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