



## Southington Education Foundation Full Board Minutes

March 14, 2018  
6:30 p.m. to 8:00 p.m.  
The Orchards

**Quorum:** 5 Executive Board members

**6 Executive Board Members Present:**

Jerry Belanger, Ellen Bellinger, Gail Duffy, Paula Knight, Michelle LeBrun-Griffin, and George Fournier. (Absent: Joyce McAloon, Kelly Maccione, and Tim Connellan)

**3 Full Board Members Present:**

Denise Carabetta, Jan Galati, and Ann Taylor

1. **Call to Order** – Michelle called the meeting to order at 6:36 pm.

2. **Secretary Report** - Ellen

George moved to approve the minutes of 2/13/18

Second - Gail

All in favor

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

CHECKING—\$12,321.00

SAVINGS/MONEY MARKET---\$31,491.37

BALANCE/ASSETS—\$43,812.37

Motion to approve – Gail

Second - Paula

.All in favor

Jan – Next March will be the 10<sup>th</sup> anniversary of the foundation.  
She suggested a campaign be considered based on that theme.

4. **Committee Work**

a. **Board Development** – Denise

Progress is being made on the new Board Manual. An organizational plan for the manual was presented to the full board. Time will be allotted at the April retreat to discuss this work.

b. **Nominations - Executive Committee** - Jan

A new executive board needs to be in place by the end of the year. Jan explained the process for filling board positions. Time will be allotted at the April retreat to discuss further and assess who might be willing to take on new leadership roles.

## 5. Resource Development

### a. Auction Preparations – Gail

- A little more than a week left
- Ticket sales (Jerry) - 72 tickets have been sold to date
- Some sales were generated through social media
- Jerry to make one last blast for ticket sales. “We’re halfway to our goal.”
- Gail to set up a do-it-yourself #SEF Gala photo booth with props
- Jan described the menu. Cost with drink ticket - \$23 per person
- Each guest will have a number (for bidding) on their program with a drink ticket
- Paula is finalizing the program in order to meet Dave Zoni’s printing deadline
- Sponsorships and other donations were discussed
- Live and silent auction items were discussed
- Live auction of 4-5 items will take place before dinner
- Gail - centerpieces are nearly ready (stacks of books tied with ribbons)
- Procedure for setting up “The Square” for check-out was discussed
- (Ellen) Joyce is collecting baskets from all the PTOs and has created signs for them
- (Ellen) Joyce created signs for Principal-for-a-Day auction items
- Jan and Ellen to meet and create signs for other auction items

### b. Spelling Bee Preparations – Paula

Planning for the April 18<sup>th</sup> Spelling Bee is rolling along.

Five to six teams have already committed.

Paula is working to get teams from other organizations.

Ellen will represent SEF at the student spelling bee on March 21<sup>st</sup>.

## 6. SEF Retreat

The April 21<sup>st</sup> date may need to be reconsidered. An email will go out to assess members’ availability on three different dates.

7. **Adjournment** – Gail adjourned the meeting at 8:31 pm.

8. **Next Meeting** – April 3, 2018, 6-7:30 pm, Hatton Media Center

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