



## Southington Education Foundation Full Board Minutes

May 8, 2018  
6:00 p.m. to 7:30 p.m.  
Hatton Elementary School

**Quorum:** 5 Executive Board members

**8 Executive Board Members Present:**

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

**4 Full Board Members Present:**

Denise Carabetta, Jan Galati, Joanne Kelleher, and Ann Taylor

1. **Call to Order** – Michelle called the meeting to order at 6:05 pm.

2. **Secretary Report** (Ellen)

Joyce moved to approve the minutes of 4/4/18.

Second - Kelly

All in favor.

3. **Treasurer's Report** – (George)

A total of \$4,683.00 was raised from the Spelling Bee.

CHECKING—\$29,111.00

SAVINGS/MONEY MARKET---\$31,496.63

BALANCE/ASSETS—\$60,607.63

Motion to approve – Ellen

Second - Joyce

.All in favor.

4. **Committee Work**

a. **Board Development** – (Jan)

## **Election of 2028-19 Executive Committee and Officers**

9 Executive Board Members: Jerry Belanger, Ellen Bellinger, Gail Duffy, George Fournier, Paula Knight, Michelle LeBrun-Griffin, Joyce McAloon, Jan Galati, and Ann Taylor.

Jan presented a slate of officers:

- 1<sup>st</sup> Co-chairperson - Michelle LeBrun-Griffin
- 2<sup>nd</sup> Co-Chairperson – Gail Duffy
- Vice Chairperson – Paula Knight
- Treasurer – George Fournier
- Secretary – Ellen Bellinger

Kelly moved and Joyce seconded the slate. All in favor.  
The new executive board and officers will be installed in June.

### **b. Grant Committee (Jan and Kelly)**

The grant committee worked within a budget of \$7,800 (\$7,500 + \$300 from Fund-A-Grant money raised at the Gala). The total needed for the following spring grant recommendations is \$7,705.00.

#1 Culinary Foundations \$1,780.00

(Jesse Levin, ALTA, and Missy Cipriano, Bread For Life)

#2 Random Hacks of Kindness Jr. – Kids Coding for a Cause \$530

(John Duffy, SPS Science Coordinator)

#3 Greg Tang Family Math Night \$5,395

(Amy Zappone, SPS Math Coordinator)

Questions were raised regarding sustainability after the one-night math event, especially in light of budget problems facing the district and the possibility of staffing cuts. Questions were also raised regarding SEF promotional exposure during this event. In addition to the outreach promised in the application, board members would like to set up an informational table with SEF brochures. Michelle asked about the procedure for grant approval over \$5,000. Grant committee confirmed that it is not necessary for an applicant to present to the full board given follow-up conducted by the committee. Gail echoed this to ensure committee is empowered in making decisions.

Michelle moved to approve \$7,705.00 for the 3 grants put forward by the committee. Seconded by Jerry. All in favor.

**c. Resource Development**  
**Drive-In Fundraiser** (Michelle)

**\*\*All hands on deck!**

- Date: Saturday, June 9<sup>th</sup> 5:30pm
- Movie: *Penguins of Madagascar*
- Key Club members will be asked to help.

**5. Debrief of May 5<sup>th</sup> Board Retreat**

- Offer workshops to support new grant applicants.
- Change *Spelling Bee* to *Trivia Night* in fall.
- Work towards increasing community involvement in SEF events.
- Gala date: March 30. Same venue. Same band. Same caterer.
- Promote SEF's 10<sup>th</sup> year anniversary all year.
- By-Laws were reviewed for possible changes.
- Jan created a chart for tasks of all board members to help with the creation of the board manual. (See attached.)

**6. Adjournment** – Michelle adjourned the meeting at 7:22 pm.

**Upcoming Dates to Remember:**

Drive-in Fundraiser – Saturday, June 9, 5:30

Next Meeting - Tuesday, June 12, 2018, 6-7:30pm, TBA

Respectfully submitted,  
Ellen Bellinger

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