



Southington Education Foundation

June 9, 2020

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, Denise Carabetta, George Fournier, Jan Galati, Trish, Paula Knight, Michelle LeBrun-Griffin, Joyce McAloon, Ann Taylor, and Dianne Quinn.

2 Volunteer Members Present: Lisa Cammuso and Nancy Garry

1. **Welcome/Call to Order** – Paula called the meeting to order at 6:30 p.m.

2. **Approval of Minutes** (Ellen)

George moved approval of the May 12, 2020 minutes, seconded by Jan.
All in favor. The minutes were approved.

3. **Treasurer's Report** (George)
 - a. **Monthly report**

CHECKING-- \$18,075.49
BALANCE/ASSETS—\$18,906.91

 - The Mountain Room reimbursed us for canceled gala.
 - \$2,200 taken in for gala
 - Joyce moved to accept the treasurer's report, seconded by Gloria. All in favor. The treasurer's report was accepted.
 - b. **2020-21 Operating Budget / Budget Worksheet** (Paula)
 - Paula explained a budget worksheet. (See below.)
 - A discussion followed involving consideration of investing less money in scholarships and more into grants.
 - Paula suggested tabling for now - to be discussed at a later meeting.
 - Request thoughts be sent to George or Paula.

Operation Costs		Fund Raising		Profit Projection	
Expenses	Budget	Events	SEF Lead Board Member	Event	Profit
Grants	5,000.00	Virtual Fund Raising Trivia Bee Beautiful Baby Spin-A-Wheel	Jerry Sandra Lisa	Virtual Fund Raising Trivia Bee Beautiful Baby Spin-A-Wheel	1,500.00
Programs	0			Just for You	300.00
Scholarships	3,000.00	Just for You/Small business partnership	Joyce, Nancy	Thank an Educator/ Honor an Educator	5000.00
Yearly Expenses	3,000.00	Thank an Educator/ Honor an Educator	Jan, Ellen	Recognition Dinner Celebrating Education Possible partnership with Wall of Honor	6,000.00
		Recognition Dinner Celebrating Education Possible partnership with Wall of Honor	TBA Possible contact person- Bob Brown	Sponsorship Campaign	5,000.00
total	11,000.00	Sponsorship Campaign	TBA	Total	17,800.00

SEF Budget worksheet 2020-2021

4. Committee Work

- a. **Grant Committee** (Denise)
 - i. Recommendation to fund *TechBot Design Center* grant for \$2973.
 - o Grant was praised by members
 - o George made a motion to fully fund \$2973 for the *TechBot Design Center* grant, seconded by Jerry. All in favor. The motion passed unanimously.
 - ii. Fall Grant Timeline – cannot be established at this time due to uncertainties with the virus.
 - iii. Options for Fall Grant Cycle (Discussion)
 - o How can we support teachers during this time of uncertainty?
 - o Should we offer mini grants?
 - o There is a need for input from the administration.
 - o Grant chairs will send an email with questions to the superintendent and assistant superintendent requesting suggestions/advice for how we can support teachers during covid. Come back in July with ideas.
 - iv. Future grant applications
 - o Who will collect applications next year? They are normally sent to the chair.
 - o Michelle did it in 2019-20 so that applications would be blinded from Paula who wanted to continue on the committee.
 - o Next year Paula will leave the committee in order to collect the applications as will Jerry.
- b. **Scholarships** – Ann
 - o Thank you to all scholarship readers.

- Recipients' names will be kept confidential until the June 15 Awards Program.
- We will receive a pdf of the scholarship booklet.
- Ann will send congratulatory letters, meet with awardees, take photos, and create a press release.

c. Resource Development (Paula)

i. Thank-An-Educator (TAE)

- End-of-year campaign a success.
- Sign on kiosk extended to mid-June, signs noticed all over town.
- Social media posts received a lot of attention.
- SEF will meet during summer to plan kick-off of fall campaign as teachers prepare classrooms for an uncertain school year.
- Consider purchase of a 3X6 sign to hang on town hall for National Education Week (November 16-20).
- Consider purchase of a kiosk sign to reuse as occasions arise.

ii. Honor-An-Educator (HAE)

- To be considered as a possible fundraiser in the fall.
- Consider appropriate timing for an HAE campaign – possibly for holiday gift giving or end of year teacher gifts.

iii. Social Media

- Members urged to support SEF social media posts on FaceBook and Instagram.
- Members urged to invite more people to follow SEF on Instagram
- Instagram committee will post SEF Core Values over the summer.

d. Board Development (Jan)

i. Status of SEF membership

- Twenty members total: 13 directors, 5 active volunteer members, and 2 members on sabbatical.

ii. Installation of Directors

- All who served were thanked.
- All who returned Commitment forms were thanked.
- All members were thanked for holding education in high esteem.

ii. Installation of Officers

- Paula Knight was installed as Chair.
- Jerry Belanger was installed as Vice-Chair.
- Ellen Bellinger was installed as Secretary
- George Fournier was installed as treasurer.

5. Approval of 2020-21 Calendar

- Summer meetings were proposed – a brief meeting in July to touch base on TAE and a meeting to prepare for fall activities in August.
- Meetings Dates for 2019-2020 7/14, 8/11, 9/8, 10/13, 11/10, 1/12, 2/9, 3/9, 4/20, 5/10, 6/8. (December meeting TBA)
- Meeting times to change to 6:30-8:00 to accommodate member work schedules.

Adjournment: The meeting adjourned at 7:56.

Next Zoom Meeting: July 14, 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