

**Southington Education Foundation  
Executive Board Meeting  
August 10, 2010  
Minutes**

**Members in attendance:**

Dr. Erardi, Bill Lutz, Ron Marut, Dawn Miceli, Dave Monti, Beth Pestillo, Alan DeBisschop  
Guest: Bev Skinnon

Beth opened the meeting at 6:30p.m.  
Bill Lutz made a motion to accept the minutes  
Dave Monte seconded the motion

**Treasurers Report**

Bill Lutz made a motion to accept the treasurer's report  
Dawn Miceli seconded the motion

**Board at large update**

- Beth made a motion to approve Bob Galati as a new Board at Large member
- Bill seconded the motion.
- All members present were in favor
- Two other candidates were brought up for discussion. The board will vote on those names after more information is gathered.

**Grant Process**

- The board discussed the current grant process.
- The timeline for the coming year is as follows
  - September- (convocation) announce next round of grants
  - November- Executive board votes on proposed slate at it's regular scheduled meeting
  - December- first round of grants to be awarded
  - January- announce second round of grants
  - May- Executive board votes on proposed slate at it's regular scheduled meeting
  - May- Second round of grants to be awarded
- George submitted the proposed rubric to use for application evaluations.
- The Executive board needs time to review the proposed slate prior to meeting. This can be sent out electronically.
- All Board at Large members are to be notified of the approved slate prior to grant recipients being notified.
- A letter must be sent to those who do not receive a grant.
- Alan made the motion to increase the first round of grants to a max of \$1,000 with a \$5,000. cap for the first round.
- Bill seconded the motion.
- All present were in favor

## **Fundraising**

- An update of the October event was given
- A discussion was held on the inclusion of recognizing the Wall of Honor nominees during the event.
  - Bill made a motion to accept the recommendation of the fundraising committee in regards to the Wall of Honor
  - Ron seconded the motion
  - All were in favor
- Joe will send out a letter to several businesses with different funding levels seeking their support.
- A list of dates will follow for executive board members to meet with these businesses.
- Joe will follow up with Sandra VanValkenberg on her willingness to put together a program.
- Bill will get prices from a printer
- Invitations will go out by early September
- Beth will discuss event and gather PTO support at the August 19<sup>th</sup> brown bag luncheon
- Will seek PTO support for coordinating themed baskets to be part of auction

## **Convocation**

- The SEF will have a table at convocation on Wednesday, August 25<sup>th</sup> at 8am
- We will announce that we will be awarding another round of grants
- Copy of invitation for display
- Grant applications made available

## **Next meeting**

**The next meeting is scheduled with the Board at Large for September 14th at 6:30 at Hatton School.**

Bill made a motion to adjourn the meeting  
Alan seconded the motion

Respectfully submitted,

Beth Pestillo