

**Southington Education Foundation  
Executive Board Meeting  
May 26, 2009  
Minutes**

**Members in attendance:**

Alan DeBisschop, Dr. Erardi, Kelley Maccione, Bill Lutz, Ron Marut, Dawn Miceli, Dave Monti, Beth Pestillo, Tony Sheffy

Anthony Alan Sheffy opened the meeting at 7:00 p.m.

Dave Monti made a motion to accept the 4/28/09 minutes

Dawn Miceli seconded the motion

**Corporation Formation**

- The Southington Education Foundation, Inc. has been accepted as a non-profit organization
- Alan set up an account at Valley Bank on 98 Main Street. Checks will arrive soon.
- We are ready to accept contributions from our board members. Checks can be mailed to Alan at 60 Sunnybrook Hill Road, Southington
- George set up a P.O. Box for the foundation. Our address is:  
Southington Education Foundation, Inc.  
P.O. Box 42  
Southington, CT 06489
- Alan and Beth have keys to the box. George will keep an extra key at his office.
- There was a discussion on the need for insurance. Members will look into options and obtain quotes.

**Bylaws**

- A draft of the bylaws was provided. An updated copy will be provided at the next meeting

**Financial goals/projects**

- The board was in agreement to set financial goals high with the hope to bring in 1 million over the next several years. The foundation needs a project to work toward. Board members will e-mail Tony any project ideas.

**Committees**

- **Fundraising**
  - Kelley reported that attendance at the committee meetings has been low. The committee decided to hold its kick-off event at the Aqua Turf on October 16<sup>th</sup>. There will be a sports theme to the event. The evening will include dinner, raffle and auction items.
  - A \$500 deposit needs to be made to the Aqua Turf
  - Dawn spoke about having a tuition raffle. We will need to sell 2000, \$50 tickets for a chance to win \$50,000 towards college tuition.
  - Next fundraising meeting is Wednesday, June 3<sup>rd</sup>.
  - Beth will send out an e-mail to inform committee members of the meeting.

- **Grant**
  - Alan passed out the grant application form and conflict of interest form in compliance with IRS requirements
- **Research**
  - Committee members will schedule times to meet with school principals to discuss needs and project ideas.
- **Marketing**
  - Diann Thomson submitted different logos. The board selected a logo which will appear on the website and letterhead.
  - On August 26<sup>th</sup>, there will be 1,000 Southington school system employees gathered at the high school. Dr. Erardi offered this time as an opportunity for the foundation to address the staff and generate participation for the kick-off event.
- **Website**
  - Jerry Belanger has been working on the website. One option can be viewed at [www.southingtoneducationfoundation.org](http://www.southingtoneducationfoundation.org).
  - Please view the website and e-mail Dawn with comments and suggestions
  - Photos of students need to be taken/given to Dawn to be included on the website
  - Jerry Belanger will be invited to attend the next executive board meeting.
- **Next steps**
  - A letter needs to be drafted and sent out to the board at large including a thank you for participation, information about making contributions, committee participation and info on our kick-off event.
  - Letterhead and envelopes need to be printed.

**The next Executive Board meeting is scheduled for June 9<sup>th</sup> at 6:30 at Hatton School**

Meeting was adjourned at 8:32p.m.

Respectfully submitted,

Beth Pestillo