



Southington Education Foundation

November 12, 2019
6:00 p.m. to 7:30 p.m.
The Orchards

Meeting Minutes

Quorum= 7

8 of 13 Directors Present- Jerry Belanger, Ellen Bellinger, Jan Galati, Paula Knight, Michelle LeBrun-Griffin, Joyce McAloon, Ann Taylor and Dianne Quinn.

Ex-officio Member Present – Tim Connellan

1 Volunteer Member Present: Nancy Garry.

1. **Welcome/Call to Order** – Paula called the meeting to order at 6:04 p.m.
2. **Approval of Minutes** from October 8, 2018
 - Jan recommended changing the wording on p.2: “All 10 full board members...” should read “All 10 executive board members...”
 - Ellen moved approval of the 19/8/19 minutes as corrected, seconded by Jan. The corrected minutes were approved.
3. **Treasurer’s Report** – George was absent.
 - Monthly report** - November 2018
 - CHECKING-- \$16,867.16
 - SAVINGS/MONEY MARKET--\$11,527.18
 - BALANCE/ASSETS—\$28,394.34

 - Trivia Bee Proceeds**
 - 11 teams paid \$300 each = \$3,300.00 received
- Jerry moved to approve the treasurer’s report, seconded by Michelle. The treasurer’s report was accepted.
4. **Update on Activities**
 - a. **Trivia Bee-** Jerry & Paula
 - Fewer teams participated this year than last year begging the question of how we can get more schools to form trivia teams.
 - Jerry suggested holding the bee at a place where beer is served.
 - Paula suggested we devote a future meeting to generating new fundraising ideas.
 - Michelle suggested we consider having another Saturday “retreat” for the purpose of assessing needs and brainstorming new ideas.

b. Fall Grant Committee – Jan

- Spring grant applications due March 20.
- Grant committee met on October 21. One grant request was received.
- Committee recommended the grant be revised and resubmitted for consideration.
- The committee will review the resubmitted grant on November 18.
- A special meeting is scheduled at 6:00 on December 10 at Panera Bread in order that the board of directors may approve the grant ASAP.
- Procedural Matter: In order for Paula to be able to continue on the grant committee, as chair, and not receive un-blinded grant applications, another person would need to be designated to receive grant submissions. Motion: *Joyce moved that Michelle serve as the chair's designee for grant applications, seconded by Ellen. All in favor. The motion passed and future grant applications will be submitted to Michelle.*

5. SEF/SoCCA/SACA Visual and Performing Arts Scholarship – Ann

- With both SoCCA and SACA partnering with SEF the scholarship is now \$3,000.
- The increased value of the scholarship requires changes to be made to the application. Changes will include: dropping creative writing from the description; a required major in the fine arts; and the set up of a 2-tiered application process with the submission of an essay determining which candidates would be invited to submit portfolio samples.
- A panel from various artistic fields will be formed to evaluate the portfolio submissions.
- Members offered specific language and procedural changes to the application.
- Ann will re-write the scholarship description application, taking suggestions into account.

6. Committee Work

a. Program Development – Michelle

i. Science at Sloper Program

- John Duffy has requested Science at Sloper be added to next year's BOE budget.
- SEF will fund the program for the remainder of the year (as approved in September).
- The program will need to look for alternate funding sources next year.

ii. Letter of Intent from Southington Robotics Team 195

- Team 195 is looking for increased funding from SEF and submitted a letter of intent to request \$10,000 in funding.
- We are not financially able to support at that level.
- Motion: *Based on Robotics' Letter of Intent for program application, Joyce moved to deny at this time due to budget limitations, seconded by Jerry. All in favor.*
- Motion: *Joyce moved to sponsor Team 195, as in the past, at their gold level of \$1,000. Seconded by Jan. All in favor.*

b. Board Development – Membership Committee – Jan

i. Board Development Calendar

- Motion: *Ellen moved to submit the Board Development Calendar to the manual. Seconded by Jerry. All in favor. The motion passed.*

ii. Membership Committee

The committee met on October 28th to discuss ways to increase membership:

- Maintain a Google Drive List of potential members
- Improve marketing & publicity strategies
- Outreach to new businesses / attend chamber meetings
- Target for assets (such as a marketer)

c. Resource Development

i. Holiday Shopping – Joyce

- December 7th at Just-For-You-Gifts.
- Must bring flier – available from the website.
- Joyce sent letters to all PTO presidents and asked principals to include in their newsletters.

ii. Preparations for Gala - Paula

- Gail is completing her course work and will return to chair gala.
- Jan will apply for a \$500 CFGNB grant.

d. Grant Recognition- Ellen

i. Evening Overview

- Six grants will be presented including the EI grant for which we are the fiduciary sponsor.
- Three 2019 spring grants will defer to next year because they've only just begun.

ii. Refreshments

- Red wine – Michelle
- White Wine – Dianne
- Water – Jan
- Cheese & Meat (Charcuterie) – Paula
- Veggies – Joyce
- Something Sweet – Nancy & Ann
- Paper goods - Ellen

iii. Membership

- 80+ invitations were sent
- Seven potential new members responded affirmatively.

***Important Dates to Calendar:**

December 3 - Grant Recognition Night / SoCCA - 6:30 set-up, 7:00 start

December 7 - Holiday Shopping

December 10, 2019, 6-6:30 p.m. Special SEF Meeting., Location: Paneara Bread

March 28 - Spring for Education Gala, Mt Southington Ski Area, Mountain Room

***Next Regular Meeting – January 14, 2020, 6-7:30pm, The Orchards**

Respectfully submitted,

Ellen Bellinger, SEF 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