

## Southington Education Foundation Board at Large Meeting

### Secretary's Report

November 15, 2011

Call to order at 6:35 by Bill Lutz.

In attendance were: Dave Monti, Tony Sheffy, Kelley Mascione, Beth Pestillo, Linda Flynn, Michelle Graveline, Dawn Miceli, Rich Veilleux, Jan Galati, Bill Lutz, George Costanzo (left early), Dr. Erardi needed to leave early for another meeting

Bill Lutz called the meeting to order at 6:35.

1. **Secretary's report** was accepted; motion made by Beth and seconded by Dave.
2. **Treasurer's report** was not presented due to Alan's absence. Bill stated that Jim Williamson has requested a financial report for the purpose of comparison of the profits for the most recent fall 2011 Gala to the previous fall 2010 event.
3. **STEM Report:** Dave indicated that the fall program continues to be successful. Dr. Erardi made note of a recent presentation by Dale Redinger which was favorably received by the BOE. Discussion of funding needs will be addressed at the December meeting.
4. **Fundraising:** Beth reported that the 2011 Gala profits were greater than for the previous gala. Profit: \$28,673.44 with the ESPN sponsorship check outstanding (\$1,000.00) and an expected \$5,000.00 match by the New Britain Community Education Foundation. Those in attendance agreed about the function's spirited atmosphere. Positive comments about the DJ and the larger room were shared. Beth welcomes any suggestions or comments via email. She also emphasized that fundraising is a year-round commitment requiring consistent support from the members. The following are upcoming fundraisers in need of support.
  - **Spelling Bee is April 19<sup>th</sup>**. Start getting teams of 3 together. Each team is responsible to raise \$300 of donations/support.
  - **Outback Luncheon is Saturday January 28<sup>th</sup>**. Linda Flynn will mail a set of tickets to all BAL members who were not in attendance.
5. **Grants:** George discussed the fall slate of grants presented to the Executive Board members for review. Discussion about the process of notification and feedback to applicants. Present protocol is for George to respond via email providing insight about reasons for rejection and constructive suggestions. A formal vote on the slate will occur at the December Executive Board meeting.
6. **Publicity:** Dawn reported that publicity is going well. Pictures are on Face Book. Pictures will be forwarded to Jerry to post on the SEF website. Dawn asked for additional pictures.
7. **Old Business:** Discussion about the Ambassador program resulted in members' questions and ideas regarding format and content. Bill would like this program to be a permanent fixture that continues to draw in community members. Jan will draft a document to include the members' shared ideas and present it at the December Executive Board meeting.

8. **The Executive Board Meeting is December 13** and will be held at Tony's house. Bill anticipates that the agenda will include the following:
  - Establishment of the Capital Campaign Committee for STEM
  - Discussion of Outback Fundraiser
  - Vote on slate of Grants
  - Determination of the Nomination Committee
  - Review of draft for Ambassador Communication
9. **The Board at Large Meeting will be January 10<sup>th</sup>** at 6:30 and Hatton School unless otherwise noted.
10. **Motion to adjourn meeting at 7:50** was made by Dave and seconded by Tony.

Respectfully submitted,

Jan Galati