

Southington Education Foundation
July 8th Executive Board Meeting

Attendance: Tony, Rick, Jerry, Michelle, Steve, Jan (no Quorum present)

Jan called meeting to order at 6:45.

Chair Report

Status of the SEF:

- Jan outline of some organizational needs and also introduced ideas for a projected plan
- Feedback:
 - Treasury/finances Rick suggested Quick Books for its ease and ability to produce information: use of funds for projects, projected expenses, projected income, etc.
 - Tony commented that a sizeable amount of work had been done and that he saw a need to work on governance (by-laws, manual, etc.)
 - Steve saw this plan as something to be addressed outside the monthly meetings

Conflict of Interest Forms signed and collected by chair with signatures needed from Tony, Kim, Alan and Beth

Committee Reports

1. Fundraising

- a. Gala Sponsorships: Beth Pestillo provided sponsorship materials (business sponsor levels and business owner letters). She asked that directors sign up for businesses and provide personalized letters to those businesses that they are in contact with. Beth will email a listing of the businesses that each director signed up for.
- b. Little Green Light and Constituency Forms: Robin explained the form's purpose and revisions were made. A form will be sent to each director from Steve Proffitt once completed. Robin needs Alan to get completed sponsorship forms to Alan.
- c. Discussion about the need for bid sheets in triplicate: Discussion about past practices with no decision made. Steve requested that Donna Gilewki be asked to be the drop off person. Jan will contact Donna and Steve will provide all the details if she agrees.

2. Grants: No report.

3. STEM:

- a. Technology Request for STEM lab. Among those present there was consensus for a formal grant application to be submitted. Tabled and will revisit this grant request.
- b. VSU: Consensus was that the stipends were seed money to blast this project and would end this summer. No money going forward. BOE responsibility.

4. Scholarships: No report.

The meeting was adjourned at 8:15.

Respectfully submitted,

Rick Veilleux

Jan Galati

Recorders