**Maroa Forsyth School District Foundation**

Meeting

August 18, 2021

6:30 pm

Maroa-Forsyth High School

1. **Call to order** – Persons present included Mike Mandrell, Bart Rose, Amanda Riley, Karen Mandrell, Sara Gentle, Kris Kahler, Lindsey Wise, and Kelly Ritter.
2. **Regular Agenda for discussion**
3. **Kelly Ritter – HOF banquet update and discussion**
	* The banquet will be held on March 12, 2022 at Hickory Golf Course. The facility rental cost (not including servers or bartenders) is $1600. Half of the cost is paid 6 months in advance with the second half paid one month before the event. The foundation will use part of last year’s profits to cover the cost. Deposits will be refunded in full if the event cannot take place due to Covid. Otherwise, funds may or may not be refunded, depending if Decatur Park District is able to find another renter.
	* Tickets will probably be sold, using the same website as is used for other school events. Phil Applebee said that the school has funds earmarked to cover the hall of fame inductees and team tickets. The tickets will be sold to the school at cost. This year will have three teams inducted. The facility holds 200 people. Last year, the foundation sold 198 tickets and only refunded 11, after the event was cancelled. Ticket price will be similar to last year, guessing $40 to $50 per ticket.
	* Kelly suggested using Basket Case Catering. If unavailable, Griffins Barbecue may be a second choice. Gretchen Murphey has agreed to organize a silent auction. Kelly is hoping to find alumni willing to provide entertainment. She plans to have Cassie Crouch arrange flowers.
4. **Install Class A member, Lindsey Wise** – Mike welcomed and thanked Lindsey for agreeing to be on the foundation.
5. **Review and approve prior meeting minutes June 2021, February 2020** – Motion to approve both sets of minutes made by Bart Rose. Seconded by Amanda Riley. All present aye.
6. **Review Officer roles and duties Bylaw pages 5-7 -** \*All members are to review the bylaws before the next meeting.
7. **Discuss Foundations Website presence** – Jtnet supports the school website. Molly Ballinger is the school contact. Charges are not based on individual updates but on a monthly service fee. Lindsey Wise suggested that the foundation should have its own drop down. \*Karen Mandrell will forward information on how interested donors can set up Amazon Smile donations to Kris Kahler. \*Kris Kahler will pass the information on to Molly so that it appears on the foundation’s site. \*Kris Kahler will also look into having the foundation added as a drop down both to the school’s website and app.
8. **Donation Letter review, approval & process –** Bart Rose has updated the foundation’s letter. \*Kris Kahler will have a foundation email account generated so that everyone on the foundation has access to a shared google drive.
9. **Treasurers Report, follow –up scholarship discussion from last meeting** – Bart Rose motioned to approve the treasurer’s report. Sara Gentle seconded. All present aye. \*Mike Mandrell will email Lindsey Wise information on the Zelhart Scholarship so that Lindsey can follow up with the family to find out how the scholarship was originally intended to be used.
10. **Bank Reconciliation w/ Floyd & Associates** – Mike received the bank reconciliation and said there was nothing noteworthy. He will add the report to the shared drive. The board officers signed a resolution to change the Stiffle UPS investment’s address to be to the attention of Kris Kahler at the meeting.
11. **Amazon Smile processes** – Karen Mandrell provided Phil Applebee with information on Amazon Smile that was provided to new students’ parents as they registered in the district. Donations via Amazon Smile have risen since the last quarter. The foundation discussed ideas for how to publicize which included teacher newsletters, school text messages, email trailers, facebook, etc. See paragraph e) above, for actions planned.
12. **Insurance Quote** – Mike received an insurance quote for additional insurance for $600. \*Mike and Kris will get together to review this information.
13. **Next Regular Meeting** – The next meeting is scheduled for September 15th at 6:30pm.
14. **Open Discussion**
	1. The school demolition may serve as a fundraising opportunity for the foundation. When the old junior high building is taken down, bricks, stage materials, and the gym floor may be sold to the public and included in the HOE banquet’s silent auction.
	2. The foundation has had two types of grants in the past, major (over $1000) and minor (under $1000). Some of the last grants given included fifth grade chromebooks and middle school flexible seating. Amanda Riley suggested teachers who have received grants share feedback that could be used on the foundation’s web page. \*Mike Mandrell will locate the electronic grant form and forward to Kris Kahler so that he can upload it onto the school website and send the link to the teachers. Bart Rose suggest that all of the funds raised from last year’s cancelled banquet, after paying for this school year’s banquet, go to teacher grants (~$10,000).
15. Assignments for next meeting – See above blue text items with \*.
16. Adjournment – Bart Rose motioned to adjourn at 7:20pm, with Amanda Rose seconding. All present in favor.