

MEETING MINUTES

Wednesday, May 13, 2015

7:00 PM Clay Library

1. Roll Call of Members
2. Introductions of new potential board members; Guests – Aaron Haar, Christina Brann
3. Motion was made to approve the minutes from the March 11, 2015 Meeting by Leslie Carr and 2nd by Trina Floyd; the motion carried.
4. Treasurer's report was given by Amy Hansen and is attached. Hans Geller motioned to approve the Treasurer's report, Ellen Daniel 2nd the motion and the motion carried.
5. Brent Shimman gave the President's report
 - a. Brent advised the board that the motion to approve the spending of \$1500 with Aly Sterling to produce the Annual Fund Mailing pieces carried via email vote of 12 in favor; 0 opposed
 - b. Brent presented the slate of candidates for Officer positions 2015 – 2017
 - i. President – Brent Shimman (extending one year)
 - ii. Vice President – Brandon Williams
 - iii. Treasurer – Angela Nowak
 - iv. Secretary – Chris Walendzak
 - c. Erin Davis motioned to elect the entire slate; Ellen Daniel 2nd the motion; the motion carried unanimously.
 - d. Brent presented three new committee applicants to OSF
 - i. Christina Brann – Ohio Department of Job and Family Services
 - ii. Aaron Haar – Oregon City Schools, 5th grade math & science teacher
 - iii. Amy Rankin – Oregon City Schools, Intervention Specialist
 - e. Leslie Carr made a motion to approve their committee membership; Angela Nowak 2nd the motion; the motion carried unanimously
6. Board of Education Report – Carol Molnar
 - a. Carol advised the foundation of all of the events wrapping up at all of individual schools.
 - b. Carol also advised the committee of the Levi campaign status and provided a case for support to our members for their personal review.
7. Superintendent's Report – Hal Gregory
 - a. Amy spoke on Hal's behalf as he was attending other year end events with the students. She presented a quick summary of the year end events from Hal.
8. Manager's Report – Amy Hansen
 - a. LOAD's of fun distribution has been completed
 - i. Foundation supported financially nominally with \$30
 - ii. Foundation supported with volunteers to assist in the distribution that evening
 - iii. The balance of the funds came from corporate sponsors which have been cultivated by Brenda Northrup. Amy and Brenda are working a strategy to extend this relationship from Brenda with the foundation for the future.
 - b. Most of Amy's time has been assisting committee leaders in developing their project plans and working with Aly Sterling on the production of the Annual Fund materials.
9. Subcommittee reports
 - a. Grant - Lisa Maletich presented the recommended slate of grants for the board's approval
 - i. Clarifications was requested on students affected ratio on the Success Builders grant; although it was a legitimate concern the grant committee felt it had such a strategic cultural impact for the district that the true reach couldn't be quantified as it would affect the entire district over a longer term implementation. It was agreed to give it a try.
 - ii. It was recommended that the Investigating Matter & Energy grant be brought before Hal Gregory to see if it could be funded by the restricted funds set aside for STEM as this is a STEM program, thus funding all the grants the grant committee deemed "critical to fund". Amy Hansen agreed to follow up with Hal on this matter.

- iii. Erin Davis motioned fund per the grant committee's recommendation; Ellen Daniels 2nd the motion; the motion carried unanimously.
 - b. Event Planning – no report
 - c. Communication PR MKT –Annual fund materials are being developed through ASP.
 - d. Governance – Amy, Hans & Jen Marsico met with new applicants and recommended they be added to the foundation committees.
 - e. Allocations – Erin Davis
 - i. Preliminary allocation targets were established based on the needs of the district in a meeting with Hal Gregory and Dean Sandwich. The categories centered around the three A's; Academics, Arts & Athletics. The projects were specific in nature in most categories with a few categories requiring more research to nail down the specific projects.
 - ii. Funding for each of the project will be added after the annual fund is complete and after the finance committee develops a proposed policy on a ratio endowment funding to available funds for annual allocations.
 - iii. Upon receiving the input above the allocations committee will meet and establish an allocations recommendation for the board with defined dollar amounts by project to be presented at the first board meeting of the 2015 – 2016 school year. This allocations funding document will be the spending guide for the treasurer & the manager for the school year.
 - iv. Future allocations won't be reviewed until the OCS completes their strategic plan with a detailed tactical plan for implementation. Then they can provide the foundation with areas they need us to assist in funding.
 - f. Fund Development – Erin Davis
 - i. Annual fund should go out by 5/31
 - ii. Original plan for student phone bank follow up is being moved to be implemented in the 2016 annual fund as this AF solicitation is too far into summer, and will be competing with the levy if we extend our solicitation asks past June.
 - iii. Carol Molnar agreed it would be best to wrap up the Annual fund ask by the end of June as to not have too much interference with the levy in the fall.
 - iv. Erin & Amy met with CHAFA President and made some general agreements about the relationships between the two organizations moving forward.
 - 1. OSF would provide CHAFA memberships to donators who donated over a certain dollar amount.
 - 2. OSF would make CHAFA whole of all membership fees of their existing members.
 - 3. OSF would also give them a portion of the new membership fees up to an amount that represented CHAFA's normal annual growth.
 - 4. All other membership funds would be in a restricted account in which CHAFA would have a member on the allocations committee to confirm that CHAFA was comfortable with where those funds were being spent.
 - 5. Looking to merge the newsletter responsibilities at some point in time.
 - 6. The above was a general idea of how we might move forward; requires finalization with both boards. Meeting minutes are available if needed.
 - v. Consider distributing congratulations letters to each new Clay graduate from OSF.
 - g. Planned Giving – No Report
- 10 Leslie Carr motioned to approve a \$4680 expenditure with Heck's Direct Mail to produce & mail the annual fund; Hans Geller 2nd the motion; the motion carried unanimously.
11. Erin Davis motioned to adjourn the meeting; Angela Nowak 2nd the motion and the motion carried and the meeting was adjourned.

Respectfully Submitted,

Erin Davis

Vice President, Acting Secretary