



Fowler Public Schools Education Foundation
Our Community. Our Schools. Our Legacy.

Foundation Board Meeting Notes Monday, November 6, 2017

In Attendance:

Board members: Amy Epkey, Lori Hyland, John Morse, Brett Schafer, Dan Schmitt, Scott Thelen

Community members: Neil Hufnagel, Patty Schmitt

Absent Board Members:

Kristin Phillips

1. Meeting Overview

The meeting was called to order by Chairperson Amy Epkey. Amy indicated the two primary objectives of the meeting will be to 1) finalize the 2017 outgoing grants and 2) assure the letter campaign process is in place. The focus of the December meeting will be on the Foundation's investment strategy. The Most Holy Trinity Education Foundation has been invited to present at the December meeting. Dan Schmitt and Amy Epkey will also meet with Ryzome Investment Advisors on Thursday, November 16.

2. Approval of October Meeting Minutes

Approval of the October meeting minutes will be moved to the December meeting. Amy will check with Kristin to see if the minutes are complete.

3. Treasurer's Report

The Foundation's balance to date is \$22,960.90. A detailed ledger was provided along with a pie chart of donations by John. Moving forward, donations with no card will be tracked as "miscellaneous donations." John will work with Teresa on the paperwork to transfer the Foundation's account from Huntington bank to Journey Credit Union as determined at the June 5 meeting.

4. 2017 Grants

The four recommended grant awards were discussed. The scoring matrix for the grant awards was distributed. Scott will represent the Board at the November 13 Board of Education meeting. If the Board of Education approves receiving funds for the recommended grants, an email will then be sent from the Foundation's email to each grant recipient. The email will congratulate the applicant, remind them to submit an article and picture to the Foundation email for use in the upcoming Eagle Flyers, and include the process to submit invoices. John recommended modifying the grant application for next year to ask applicants if full funding is needed or partial funding could be accepted.

5. Letter Campaign

The Board reviewed the draft letter dated October 3, 2017. The Board supports the letter. Scott made a motion to approve printing of 1,000 brochures, 600 outer envelopes, and 600 inner envelopes at a total cost of \$649. Dan seconded the motion. All members supported the motion. Amy will notify Jeff Seguin to move forward with printing and copy John Morse. John will issue the check upon completion of services and receipt of the invoice. Amy will provide envelopes, brochures, and letter to the school. Neil will recruit high school volunteers to assist with the mailing. The target date for mailing is December 1, 2017.

6. 2018 Casino Trip

The next casino bus trip is scheduled for January 13. Lori will update the flyers and distribute. John made a motion to support costs not to exceed \$2,000. Scott seconded the motion, and all members supported.

7. Other Items

Patty will draft an article promoting Amazon Smile and send to Neil for the Eagle Flyer. The Board recognized and thanked Patty for her great work on the bulletin board by the Waldron gym showcasing the Foundation's grants. Discussion occurred about promoting the letter goal on the bulletin board.

8. Next Meeting

The next meeting will be December 4 and focus on the Foundation's investment strategy. The 2018 meeting schedule will also be established in December. The election of board members and officers will occur in January/February.

Amy Epkey adjourned the meeting at 6:44 pm.