

GRAFTON EDUCATION FOUNDATION, INC.
BOARD OF DIRECTORS MEETING
June 10, 2014

UNAPPROVED

GHS Library Media Center

I. Call to Order

Bob Hoffman called the June meeting of the Grafton Education Foundation to order at 7:03 p.m. This is a regular meeting of the Board of Directors.

Directors Present: Mike Cibulka, Mike Donahue, Kerry Feutz, Bob Hoffman, Julia McNally, Renee Riddle, April Shanks, Tammy Taylor, Jennifer Teunissen, and Karen Walton

Directors Absent: None

Members Present: No additional members present.

II. Introduction of Guests – Julia McNally

There were no guests in attendance for the meeting.

III. Previous Meeting Minutes

Kerry Feutz submitted the minutes from the May 13th, 2014 Board of Directors meeting for review. Bob Hoffman made a motion that Mike Donahue seconded to approve the minutes with one correction. The motion carried 10-0.

IV. Treasurer's Report – Mike Donahue

Mike Donahue distributed the financial reports as of May 31st 2014.

Mike reported that all 2014 grants have been funded.

V. Recap of School Board Meetings – Julia McNally

Julia provided a summary of the School Board Meeting. Two curriculums have been approved (Math and Science). There were 3 teacher resignation / retirements and 4 hires and Board is currently working under a deficit.

VI. 2014 Prize Patrol / Holiday Parade – Karen Walton

Karen reported that Prize Patrol was a huge success. Going forward grant reimbursements will be electronic which will make the process much easier. Karen will be monitoring process to ensure it runs smooth.

The parade will be June 24th at 11:00 am.

VII. GEF Newsletter – Renee Riddle

Renee reported that May issue has gone out. The alumni database were imported and received the newsletter. As a result 12 additional people signed up to receive ongoing updates.

VIII. GEF Website – Julia McNally / Renee Riddle

Renee and Julia met with Sean who has already began to make changes by updating the board members and the 2014 grant winners are now listed on the website.

Discussion was held on the grant application and if it should be available all year long. It was decided that Karen will make the necessary updates for 2015 and will forward to Sean for posting. The submission and awarding timelines will not change but individuals can begin to prepare their documentation at any time.

Tammy and Julia will begin to work on a Board Member application to be posted online.

IX. Expectations of Honorary Directors – Julia McNally

Discussion was held on possible monetary requirements for honorary directors. No decisions were made and discussion will continue at future meetings.

X. Seeds to Harvest – Bob Hoffman / Jen Teunissen

Bob and Jen are working with Carol on letter, envelop and reply card for donations. Letter will be one page in length. There are currently 1,200 addresses in the current database.

Discussion was held on different methods of reaching out to previous donors and contacts including:

- Call banking
- Personalized letters
- Personal emails

Bob and Jen will continue to plan for a fall campaign.

Ever Board Director is being asked to submit 20 names to be added to the database.

XI. Grantwriter – Bob Hoffman

Bob has identified key ways to locate organizations and individuals that could provide grants.

He has identified an individual that will help us to review any draft grant proposals.

XII. Additional Committee Reports – All

None

XIII. Other Matters – All

April recommended that we wait until September to approach any teaches about joining GEF. This was agreed.

Mequon ladies night out – Julia will be having a booth to advertise portraits in the park. A sitting will be raffled as a prize.

Mascot Costume – Costume is on its way – hopeful for delivery by June 21 mascot race.

Grafton Summer Reading Program – Christy has requested a release for the Fund a Need book money. Julia will notify Christy to submit the request on letterhead and the money will be released.

XIV. Adjournment – Bob Hoffman

Julia McNally made a motion that Karen Walton seconded to adjourn the meeting at 8:34 pm. Motion carried unanimously.

Respectfully submitted
Kerry Feutz
Secretary