

# MULVANE EDUCATION FOUNDATION

## BOARD OF DIRECTORS MEETING MINUTES

November 21<sup>st</sup>, 2011 at 6 p.m.  
Mulvane School District Offices – Conference Room  
U.S.D. 263 Administrative Center – 628 E. Mulvane Street, Mulvane, KS

### OUR MISSION BUILDING FUTURES, STRENGTHENING MULVANE

**Call To Order:** The meeting commenced at 6:00 p.m. with a Call to order by Board President Frank Carson III. A quorum was established

**Present:** Frank Carson III, Tom Keil, JT Klaus, Jeri Myers, Natalie Gosch, Don Pennington

**Minutes:** Motion passed and minutes from the October 19<sup>th</sup> meeting were approved.

**No changes requested to the agenda.**

**Correspondence Received:** Checks for the foundation account have been received and given to Natalie

#### **Treasurer's Report:**

- Tom needs to sign account certifying members. (This has been taken care of)
- Draft charitable receipt was reviewed and accepted.
- Both checking and savings accounts have been opened. Deposit of \$100 was made in the checking account.
- Balance in checking account is \$380.30
- Liability Insurance will be purchased and go into effect on January 1<sup>st</sup>, 2012.

**School Supply Update:** Mr. Carson had initial discussions with representatives from the casino. A group has been charged with determining how to distribute \$100 for each student residing in Sumner County and the Mulvane School District. We could offer assistance for students attending the Mulvane District. A committee led by Kim McGuire will continue working on options.

**Funding Opportunity:** The committee reviewed the grant application from ONEOK with a maximum award of \$5,000. Deadline for submitting request is February 1. Giving Priorities as outlined in the application are:

- Classroom enrichment projects and instructional technology
- Assistance for disadvantaged students
- Curriculum-based material and equipment
- Programs that help improve student performance

Kim McGuire, Jeri Myers, Tom Keil and Dr. Rahe will serve as the committee that will review and recommend district need.

JT Klaus stated most grant applications will require biographies of all board members.

\*All foundation board members should provide Tom with a biographies and a professional picture. A picture can be taken if you do not have one. Tom will format the biographies and provide a draft at the December 19<sup>th</sup> meeting.

**Committee Summaries:** Tabled until December 19<sup>th</sup> meeting. Please email Tom or bring a copy of your committee purpose to the next meeting.

- Executive Committee - Frank Carson
- Nominating Committee – Frank Carson
- Finance Committee - J.T Klaus
  - Sub Committee - Fundraising - Natalie Gosch
  - Sub Committee - Endowment - Don Pennington
- Marketing and Communications - Kim McGuire
  - Sub Committee - Alumni Development – Jeri Myers
- Allocations Committee - Tom Keil
  - Sub Committee - Scholarships – Shelly Milledge

**Community Member Recognition:** Tom will bring a sample plaque the board may consider for special recognition of 2 community members. Will use same style font as our letterhead. Discussion was held about attending a Board of Education meeting in January and providing the board with an update on the status of the foundation.

**Other:** Set goal of raising \$50,000 in 2012 for the purpose of awarding teacher grants in February 2013.

Start considering other community members that can help your committee grow. The structure of each committee should be between three to five members. Email names of people we should consider to Tom. The board will review the names over the next month or so.

**Next Meeting:** December 19, 2011 at 6:00 pm

A motion was made by Jeri Myers to adjourn, second by Kim McGuire and motion carried unanimously.

Respectfully Submitted,

*Thomas Keil*

Tom Keil, Secretary

Mulvane Education Foundation.

Minutes approved on 12/19/2011

*Frank Carson, III*

Frank Carson, III President

Mulvane Education Foundation, Inc.