



## Southington Education Foundation Full Board Minutes

January 9, 2018  
6:00 p.m. to 7:30 p.m.  
Hatton School, Media Center

**Quorum:** 5 Executive Board members

**8 Executive Board Members Present:**

Jerry Belanger, Ellen Bellinger, Tim Connellan, Gail Duffy, George Fournier, Paula Knight, Kelly Maccione, and Joyce McAloon (Absent: Michelle LeBrun-Griffin,)

**6 Full Board Members Present:**

Denise Carabetta, Jan Galati, Joann Kelleher, Justin Mirante, Pat Johnson, Ann Taylor

**2 New Members Present:**

Nancy Garry, Gloria Brown

1. **Call to Order** - 6:03 p.m. by Gail
  
3. **Secretary's Report** - Ellen  
Motion to approve Minutes of 11/14/17 - George  
Second - Jerry  
.All in favor
  
4. **Treasurer's Report** - George  
CHECKING—\$11,043.60  
SAVINGS/MONEY MARKET---\$31,486.28  
BALANCE/ASSETS—\$42,529.88  
  
Motion to approve – Ellen  
Second - Jerry  
.All in favor

A quarter page B&W Chamber of Commerce ad was purchased for \$200.  
Insurance coverage details for the March 23<sup>rd</sup> event were discussed.

**5. Committee Work**

a. **Board Development** –

i. Review of Process for Selection of New Executive Board

Jan explained the process for the selection of executive board members. (See *Nominating Procedure* and *Term Status* sheets attached.) A 3-member nominating committee will be formed to draw up a slate for the March or April meeting. Jan will follow up with additional information about executive board positions and responsibilities.

ii. SEF Retreat

Gail proposed a Saturday morning retreat to get together in a less formal way in order to reflect on how we're doing and discuss how we want to move forward as an organization. A tentative date was set for April 21, 8:30 am-noon.

**b. Resource Development**

i. "Spring to Education" Gala – Gail

- Facility - Paula will be liaison to the Mountain Room at Mt. Southington, which has been secured until midnight. The event will run from 6-11pm.
- Caterer - Jan will be liaison to Topps Market. The \$50 price will cover the buffet dinner, one drink ticket, and music. A suggestion was made to offer tickets at a reduced price for SPS employees.
- Music – The "Damn Hippies" band will donate their time free of charge. Gail will contact the high school music department about a quiet pre-dinner musical performance.
- Sponsorships - A draft of various levels of sponsorship was discussed. An online form will be available on the website with a March 1<sup>st</sup> deadline. "Little Green Light" database will be used for postal mailings and keeping track of sponsorships and donations.
- Paula will create the program highlighting SEF achievements and sponsorships.
- Joyce will reach out to PTO groups for raffle baskets.
- A possible live auction is being explored. Big ticket items are needed.
- SEF will be granted \$500 from the Community Foundation of Greater New Britain to help with expenses for this event. Ellen will return the CFGNB form with a thank-you letter.
- An effort will be made to reach out to a broader Southington community through the Chamber of Commerce and the YMCA, as well as the public school community.

ii. Spelling Bee – Paula

Paula is looking for ideas to "kick it up" this year with additional fundraising opportunities such as "Phone a Friend" for a fee during the competition. A greater effort to get every school to put a team together will be made by suggesting school teams seek out local sponsorships. A raffle item ticket will be included again this year and the Cyber-Knights will again be invited to demonstrate their achievement.

**c. Grant Committee** – Jan

The spring grants application deadline is March 27<sup>th</sup>. A letter from the superintendent was sent to all teachers. A spring grant budget needs to be set at the next meeting.

6. The **meeting adjourned** at 7:31 p.m.

7. **Next Meeting** – February 13, 2018, 6-7:30 pm, Hatton Media Center

Respectfully submitted,  
Ellen Bellinger  
SEF Secretary

Mission: The Southington Education Foundation, Inc. is committed to instilling a life-long love of learning in all children through innovative, creative learning experiences that expand upon existing educational opportunities. The Foundation will partner with the community to secure resources, inspire excellence, and enrich student achievement.

Core Values: Innovation, Learning, Equity, School-Community Partnership, Integrity