

SEF Board Meeting 6/14/22

In Attendance: Paula Knight, Jerry Belanger, George Fournier, Dianne Quinn, Jan Galati, Nancy Rogers, Ann Taylor, Lisa Cammuso, Katie Wade, Nancy Garry, Gloria Brown, Michelle LeBrun-Griffin

Absent: Ellen Bellinger, Trish Kenefick, Joyce McAloon, Denise Carabetta, Steve Madancy/Frank Pepe

Call to Order 6:22 – Paula

Annual Meeting

I. May Minutes - Paula

Motion for Approval of Minutes – First – George, Second – Jan, All in Favor, Motion Passes

II. Treasurer’s Report - George

Available funds \$35,816.94, Grant return from SPS \$75.98, Donation/Honor a Teacher \$50.23, Donation/Benevity (Automatic Deposit) \$100.00

Changed over Treasurer information to Diane

Hartford Healthcare sponsorship for Gala still outstanding

Motion for Approval of Treasurer’s Report – First – Gloria, Second – Jan, All in Favor, Motion Passes

III. Projected Budget for 2022-2023 – Paula

Payables:

Operational Costs - \$2,000 – George verified sufficient given fiscal trends the last three years.

Scholarships - \$1,500 Gloria motions to increase to \$1,000 each for a total of \$3,000 that wouldn’t be paid out until the 2023-2024 school year. Second – Jerry. Discussion if \$750 would be more reasonable. Typical annual revenue \$20,000, payable \$10-12,000, operational \$2-3,000, carryover \$5-8,000. 6 in favor, 4 not in favor. Motion Passes.

Mini-Grants - \$5,000 – Committee motions four grant cycles and increasing award amount from \$500 to \$1,000 per grant, and coming back to Board if additional funding needed for Spring. This would encourage earlier submissions and sooner implementation. Second – Nancy. Discussion if two grant cycles sufficient. Michelle motions to provide a Grant Writing Workshop in September/October and three grant cycles. Second – Gloria. All in Favor. Motion Passes. Grant Committee will determine dates and develop communications to be shared with district.

Program Grants - \$5,000 – Michelle verified sufficient given external foundation/community partners. (e.g, Main Street Foundation, Community Foundation for Greater New Britain, etc.).

Receivables:

Trivia Bee - \$1,000

Basketball Game - \$5,000

Shopping Extravaganza - \$500 (changed)

Honor an Educator - \$500 (changed)

Gala - \$12,000

Sponsor Campaign - \$5,000 (Need add to website that we are registered with Guide Star and Network for Good.)

Drive-In - \$2,000 (added)

Amazon Smiles - \$500 (Need to promote more. Ask organizations to promote a month for us. Michelle will ask Stacy Dolan of Southington Talks to pin for the summer.)

Jerry motions to accept revised Budget Proposal (as reflected in minutes). Second – Gloria, All in Favor, Motion Passes

IV. Committee Updates

Drive-In Committee – Michelle – A success. Thank you to all volunteers. Remember 2nd weekend of June next year.

Scholarship Committee – Ann – Taylor DePaolo Daily (Erardi), Anika Mathur (STEM), Madelyn Lukanik (Arts)

Events Committee – Paula – Meets third Monday of every month at 6:30. June meeting will be to discuss upcoming events, including Fall Wine Tasting in collaboration with Rogers Orchards. All invited to attend to share ideas (e.g., Signature Dessert or Mystery Dinner Night at Plan B for National Educator Month) and volunteer for different activities.

Grants Committee – Jan – Marketing ideas wanted to support branding. Board members interested – Nancy G., Nancy R., Katie. Have nine potential grants to celebrate in Fall. Board members interested – Nancy G., Lisa, Katie, Ellen.

Trivia Committee – Paula/Jerry – Need to select October date. Jerry will select summer date for SEF Social to review facilitator and venue.

V. Installation of Directors and Officers

Please remember to sign and submit commitment and conflict of interest forms to Ellen by the end of June. Gloria raised concern regarding statement #2. Paula motions for revision to lose #2 and blend with #1. Second – Jerry, All in Favor, Motion Passes. Jan will ensure revision gets into Board Manual.

Directors – Nancy R. and Katie

Officers

Chair – Paula (mentor to Co-Chairs Elect)

Vice Chair – Jerry

Co-Chairs Elect – Lisa and Katie (Jan will work with Legal Counsel to change By-laws to reflect.)

Recording Secretary – Ellen (mentor to Corresponding Secretary)

Corresponding Secretary – Nancy

Treasurer – Diane (George mentor)

VI. Celebration!

Appreciation to Gloria for one year of service as Co-Chair of the SEF.

Appreciation to George for more than six years of service as Treasure of the SEF.

VII. Proposed 2022-2023 Calendar

Approval of Calendar with adjustments for November and February conflicts – First – Paula, Second – Nancy G, All in Favor, Motion Passes

Respectfully submitted,

Michelle LeBrun-Griffin