



Southington Education Foundation

May 9, 2017

Time: 6:00 p.m. to 7:30 p.m.

Place: Hatton School Media Center

Full Board Meeting Minutes

In Attendance:

Executive Board Members: P. Knight, K. Maccione, J. Belanger, G. Duffy, G. Fournier, M. LeBrun-Griffin, J. Galati

Full Board Members: A. Taylor, D. Carrabetta, J. Kelleher, A. Pion, J. McAloon, E. Bellinger,

- i. Call to Order - 6:10 p.m. by Michelle
- ii. Approval of Minutes from April 3, 2017
First-Joann
Second-Gail
Approved by all
- iii. Treasurer's Report for April – George
Checking - \$24,246.27
Savings/Money Market - \$41,459.89
Balance/Assets - \$65,706.16

First-Jan
Second-Kelley
Approved by all
- iv. Committee Work
 - a. Board Development – Jan
 - i. Induction of Executive Board (June 2017-May 2018): Jerry Belanger (4), Ellen Bellinger (1), Gail Duffy (3), George Fournier (2), Paula Knight (2), Michelle LeBrun-Griffin (4), Joyce McAloon (1), Kelley Nolan-Maccione (3)
 - ii. Installation of Officers:
Co-Chairs: Gail Duffy and Michelle LeBrun-Griffin (2)
Vice-Chair: Vacant
Secretary: Vacant
Treasurer: George Fournier (2)

Jan installed officers and provided information regarding terms. The new Executive Board will assume responsibilities at the next meeting. By-Laws indicate a minimum of one year of service as officer with exception of co-chairs which is two years. A table of *Terms for Executive Board Members* (see addendum) was provided. E. Board members were asked to sign the Conflict of Interest Form. Outline of commitments to E. Board was provided to each member. Paula expressed interest as an officer in the future (Vice Chair). Ellen expressed interest in the future as well (Secretary).

- b. Resource Development – Gail
 - i. Spelling Bee—Paula facilitated debrief. She would like to see more school involvement. Michelle shared Mr. Connellan’s desire for more business involvement. It was suggested that planning start sooner. Michelle Possamano has been an advocate for this event sharing ideas for improvement. It was suggested that community businesses sponsor school team participation.
 - ii. Drive-In Committee—June 10th Beauty and the Beast. Gail and Michelle will attend a planning meeting on May 18th for all involved civic groups. A volunteer sign up sheet was passed for this event.
 - c. Grants – Kelley stated that four (4) grant applications have been received and two (2) have been returned for completion. The Grants Committee will meet on Tuesday, May 16th at 6:30 in the Hatton Media Center to review. Motion made by Kelley to give the Committee the authority to make decisions for grants up to \$5,000. Seconded by George. Discussion about approval process transpired. Michelle’s recollection was that a previous request was made to solidify process for grant determination. Jerry reviewed minutes from May 2016 indicating such. Denise sought clarification regarding how E Board maintained oversight of decisions. Vote taken. Nays carried. Co-Chairs suggested that Grants Committee look into history of policies/procedures for grant approval for next meeting.
- *Remaining agenda items were tabled for June meeting.
- v. Next Meeting: June 6, 2017 - 6-8pm, including Social, at Paula Knight’s Home
 - vi. Motion to Adjourn - 7:34 p.m. - Michelle
 - First--Jan
 - Second--Gail
 - Approved by all

Executive Board Terms for Members (updated May 9, 2017)

Member	2011-12	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Jan	X	X	X	X	X	X				
Michelle Jerry				X X	X X	X X	X X	X X	X X	
Gail Kelley					X X	X X	X X			
Paula George						X X	X X	X X		
Ellen Joyce							X X	X X	X X	