

## Southington Education Foundation

### Board at Large Meeting

March 13, 2012

### Secretary's Report

Call to order by Bill Lutz at 6:33.

Attendance: B. Lutz, G. Costanzo, A. DeBisschop, D. Miceli, B. Pestillo,

T. Sheffy, Dr. Erardi, K. DiFusco, R. Veilleux

1. **Secretary's Report:** Jan was not present. January minutes were accepted; motion by Alan and seconded by Kim
2. **Treasurer's Report** was presented by Alan. The process for issuing checks to grant awardees was discussed. It was proposed that checks be made out to each school's activity fund and not the individual. Joe will speak with school administrators on the proposed process.
3. **STEM:** Tony reported that there is a building on the YMCA website that may mirror our building needs for the STEM project. If we are able to reapply the existing drawings, there may be a reduction in cost for the project.
4. **Fundraising:** Beth's presented the fundraising report.
  - A big thank you was extended to Linda Flynn and Kim DiFusco for all their hard work in coordinating the Outback fundraiser and Grant receptions. These events would not be such a success without all their work and dedication to the SEF!
  - Alan reported on the Spelling Bee: April 19<sup>th</sup> at Southington High School. So far, we have 17 teams committed. The goal is to have 30 teams. POP's Burgers and Fries offered to be our corporate sponsor. Joe Furey is Bee Master. Miss CT will be attending. Donations from area florists are being sought out for decorations. It is encouraged that each team come with a cheering section to increase audience participation and excitement!
  - Beth reported that an October 5<sup>th</sup> date has been reserved for the 2012 Gala at Aqua Turf (Kay's Pier South). Art teachers have been asked to collect student work from the school year in advance of the fall event so that work can be catalogued during the summer. Tags will be made for artwork to keep track of donors for database.
  - Beth has received some resumes for a professional fundraiser for the Gala. The position has been posted on the internet. Applicants are encouraged to send resumes to our PO Box or via SEF website. The interview process will begin within the next couple of weeks. Tony will have the contract finalized.
5. **Grants:** The grant committee has received 8 applications for review. A projected slate is expected at the end of March.
  - 2 Q and A sessions were held for teachers. Only 8 staff members were in attendance.

- George and Jan have looked into the grant process in neighboring towns. They like the process/content established in Avon. They will pursue incorporating those ideas into our current application process.
- George has created a Dropbox account for viewing grants.
- Bill will communicate with Jim Williamson about the collaboration between the SEF and the New Britain Community Education Foundation in regards to involvement with the grant committee.

6. **Publicity:** Dawn presented her report. She will look to establish a PTO liaison for each school.

7. **New Business:** The new officers were introduced to the board for the 2012-2013 term:

Dawn Miceli	Chair
Jan Galati	Vice-Chair
Alan DeBisschop	Treasurer
Ron Marut	Secretary

- It was noted that for the 2013-2014 term, there will be three Executive Board positions open.
- Bylaws need to be updated to include terms
- The SEF is a member of the Chamber of Commerce. Alan receives chamber news via mail and email. He will forward chamber news and events to all board members.
- Ryan Lucas from the Outback will be our next recipient of the Crystal Apple award to acknowledge his ongoing generosity and commitment to the SEF.
- The SEF is looking to make an association with STEPS (Southington's Town-wide Effort to Promote Success)

8. **Next BAL Meeting** will be held on Tuesday, May 8, 2012 at 6:30 at Hatton School.

**The next Executive Board Meeting** will be held on April 17, 2012 at 6:30 at Hatton School.

9. **Motion to Adjourn** was made by Ron and seconded by Tony at 7:50.

Respectfully submitted,

Beth Pestillo