



Southington Education Foundation  
Full Board Meeting Minutes  
November 1, 2016

Attendance:

**Present:** J. Belanger, E. Bellinger, T. Connellan, G. Duffy, G. Fournier, J. Galati, C. Khajawa, P. Knight, M. LeBrun-Griffin, J. McAloon, J. Mirante, D. Monti, D. Carabetta

**Absent:** A. DeBisschop, K. DiFusco, D. Gilewski, S. Giudice, B. Hosmer, K. Maccione, D. McDougall, A. Micacci-Flynn, D. Miceli, A. Pion, D. Pooler, B. Pestillo, S. Proffitt, S. Russman, T. Sheffy, R. Veilleux

**Guests:** Christopher Palmieri

1. Fundraising Committee for Crystal Bees held prior to Full Board meeting.
2. Call to order of Full Board meeting at 6:33 p.m. by Gail.
3. Co-Chair welcome.
4. Full Board Minutes for October 11, 2016 was approved. Motion by George; seconded by Michelle.
5. Treasurer's Report presented by George Fournier. Motion by Gail. Seconded by Paula. Approved. Checking: \$21, 935.09; Savings: \$41,439.36; Balance: \$63,373.41. Check received from the CTCEF; the state organization has ended and disbursed funds to members. The Operational Budget is still under construction. It was reported that Foundation annual expenses are approximately \$3,000-\$5,000. A year ago SEF balance was approximately \$95,000 to \$100,000; past year's funding was approximately \$40,000. Endowment discussed.
6. Committee Work
  - a. Board Development Committee:
    - i. Nominating Committee: The Executive Board members will meet prior to the December 6<sup>th</sup> meeting to discuss this topic.
    - ii. Preparation for Annual Recruitment Meeting: Ellen reported that tasks were assigned/confirmed: invitations, program schedule, PowerPoint & Grant posters, and set up.
    - iii. Michelle reported T-shirts should be ready by December; sample badges presented by Justin.
    - iv. Invites/guests/outreach: Jan presented a list of potential members for SEF; she has personally reached out to several people and gotten a good response. Michelle asked that each member bring along another guest.
    - v. Gail offered refreshments.
  - b. Resource Development

- i. Gail provided an update on the Crystal Bees fundraiser: committees set up for planning, silent auction/gift certificates, and advertising. Gail will pursue a March 12th date for the event due to a conflict. Talk about a \$10 pp ticket charge.
    - c. Program Development: Michelle provided background about the LEAF Program and then introduced Chris Palmieri, town counselor who serves as co-chair of the Farm Heritage Sub-Committee.
      - i. Chris reported that Mark Ramsay has applied for 403 (b) nonprofit status. He outlined tasks: make educational connections with the high school. The town is now involved financially-- willing to pay for this master plan and has provided a one-time \$150,000 for operating expenses. Money needed for Capital Expenses (\$250,000); a Town Property Renovation Account is established. Money needed for irrigation, barns, and cold storage repair. SEF is being asked to help on the operational side. LEAF program now is involved in middle school field trips to be expanded to neighboring communities. Other means of revenue include crop share, farmers' market, and field trips to neighbor communities. LEAF provides a transition program to support special needs students. Chris related that science coordinator sees that this program has opportunities for grades K-12.
      - ii. Chris discussed a request for the SEF to provide funding for student benefit this present school year regarding: bee-keeping, grow kits ins schools, seed starter kits, and portable toilets for student field trips.
      - iii. Board results: Gail indicated that such requests need to meet the SEF mission and be earmarked for educational programs. Previous program application provided much detail about the LEAF program but lacks indications of specific needs. The Board agreed that the previous LEAF Program application be revised and resubmitted to include requests for necessary educational hardware.
      - iv. Chris suggested that an SEF member to be a member of the LEAF Board of Directors.
    - d. Grants Update—Jan reported that Kelley seeks permission to compose a communication to administrators regarding a request for grants applications. Mr. Connellan supports this request and asks that the proper contacts be reached.
7. New Business
  - a. Christopher Columbus Monument—tabled to next meeting.
8. Old Business
  - a. Program Update: Jan reviewed April 2016 meeting discussion with John Duffy concerning the Science at Sloper program. Mr. Connellan will share the request for reapplication for funding to be possibly supplemented with other resources such as the BOE.
  - b. Scholarship (Chair) tabled to next meeting
  - c. PTO Ambassadors: a couple slots are open as reported by MLG.
9. Next Meeting is Full board followed by Open Meeting at The Orchards: December 6:00 business meeting; 7:00 guests; 8:30 end at
10. Motion to adjourn by Paula seconded by George at 8:15 p.m.

Respectfully submitted,

Jan Galati, Secretary