

**MAHTOMEDI AREA EDUCATIONAL FOUNDATION
MINUTES FROM THE February 27, 2017 MEETING**

Present: Suzanne Anderson, Julie Bixby, Mike Connolly, Carrie Cunnington, Dale Johnson, Sarah Johnson, Jud Marshall, Darcy Mears, Marina Morris, Jeri Parkin, Kristi Skillings, Dixon Tews, Steve Wolgamot; **Ex-Officio:** Julie McGraw,; **Staff:** Catherine Sawyer, Kevin Donovan; **Absent:** David Bennett, Jay Breidinger, Paul Donna, Mark Larson, Sarah Meek, Patrick Miller Karen Moen, Jeff Myhre, Melissa Underwood; **Guest:**

I. **Call to Order** - The meeting was called to order at 7:06 by Connolly.

II. **Consent Agenda** – *Connolly*

Morris made a motion to approve the consent agenda and Tews seconded. The board unanimously approved the February Agenda.

III. **Mission Moment** – *Cunnington*

MAEF Grants: Carrie reviewed the grant process and how they cut \$277k worth of requests down to \$87k. There were many grants that were heavily focused on technology which raised questions as to District obligations vs. MAEF obligations. They met with Dr. Larson, L. Viker, P. Crothers to get answers, guidance, and direction. Through a collaborative process, they were able to remove \$100k of grant request that either didn't fit into the direction of the district or would be built into the district budget.

The grants committee asked that we approve the amount of \$19, 676.25 for Hanson Inspired Grants and \$67,274.92 (totaling \$86,951.17).

Tews moved approval of the grant amounts as recommended by the grants committee, Morris seconded, and the board unanimously approved

Oliver's Fund Grants:

The Grant Chairs also reviewed the Oliver's Fund Grant requests with Dr. Larson and L. Viker. Reviewing these grants collaboratively is a new process that they hope to continue. Through these discussions, they were able to comfortably determine which grants should be funded at this time. *The total amount they are recommending be used for Oliver's Fund will help seven different grant requests totaling \$4110.69.*

Tews moved approval of the Oliver's Grant amounts as recommended by the grant committee, Marshall seconded, and the board unanimously approved

IV. **Superintendent Update** - *McGraw*

- a. The school board is interested in exploring the next possibilities in innovation for the district. In order to facilitate this process they are forming an Innovation Task Force. We need the voices of teachers, staff, and administrators on this group in addition to community members and other stakeholders. Contact Dr. Larson if you are interested in being a part of this task force.
- b. Mahtomedi will not move up in sections and will remain section A for two more years vs. AA.
- c. Next summer, Phase 2 of the Abatement bond project will begin. During this phase, the main entrance to the high school will be closed and a stop light will be

added to CSAH 12 at the Middle School entrance. The Middle School parking lot, tennis court lot, and teacher parking area at MHS will all be repaved as part of this project. Student safety was the board's top priority in this project. More information on this project will be coming soon from the district office.

- d. Grant Update: One of the Hanson Inspired grants that was used for a teacher to attend a Dyslexia workshop/training, has come full circle. That teacher has been collaborating with other groups and started doing Dyslexia this week in the schools.

V. **Treasury Report** – *Marina Morris*

a. **January income and expenses**

Income General Fund: \$5,500 for Annual Appeal and \$11,000 in Gala sponsorships.

Expenses General Fund: \$25,000 Sept-Dec wages, \$1,600 Gala Coordinator.

Budget to Actual: is on target.

The General Fund Balance: is \$82K vs. \$85K last year with \$57K in the new Fund a Need TR Fund.

Total Assets: of the foundation are \$1.04Mvs \$926K last year.

b. **Accounting Manual**

Work is being done on an Accounting Manual and progressing.

D. Johnson moved to approve the treasurer's report, Bixby seconded, Morris abstained, and the remaining board members unanimously approved.

VI. **Committee Reports:**

a. **Scholarships** – *Johnson*

Scholarships are in! Once again, there were a handful (approx. 1/3) of incomplete applications (turned in with missing documentation/requirements and/or data). Each scholarship has a nice sized pool of qualified candidates to choose from. This week the committee is reading through the narrowed down applications and will have a final meeting to determine the recipients.

b. **Legacy Night** – *Mears*

We have exceeded the sponsorship goal and have \$53,750 in sponsorships to date. Invitations were mailed and delivered. We have currently sold 150 tickets.

Purchase your tickets if you haven't already. There are about 100 items already committed for the silent auction with more coming in. We are still looking live auction items and are in need of vacation destinations. If anyone has a line on Super Bowl tickets, please let the committee know.

Highlights this year in the live auction - The school board will be offering an at-home dining experience with the board members being your personal chefs.

There is an ask of all MAEF board members for a \$50 donation to go towards the cost of this meal.

FAN: They are working on a video (shorter than in the past), done with the help of our own AV Dept. and with significantly lower costs. The video will roll into a live presentation with a sampling of speakers (student, teacher, alumni, etc). The goal is to keep it short but effective.

VII. **Development Director Report** - *Donovan*

- a. **Fall Fund Drive Review** – We are currently at \$72K (higher than last year), money continues to come in. There were 27 first time donors and 71 donors who did not donate last year but donated this year. The district staff give went down this past year. A suggestion was made to survey the staff to see what the possible barriers are.
- b. **Scholarship Newly Endowed/Pending** – We have one scholarship that is now endowed (Bruggerman). The Appleman fund gave another \$10K for their scholarship with their goal of becoming endowed by end of fiscal year.

VIII. **Operations Director Report** – *Sawyer*

- a. **Sponsorship Request – Mahtomedi Area Food Shelf**
In the fall we gave \$1500 for their weekend backpack program to help serve 30-35 students. They have increased their demand and now have over 45 students and are in need of more funding. They have asked MAEF for an additional \$1500.
Tews moved to approve the sponsorship request for \$1500, Bixby seconded, and the board unanimously approved.
- b. **Engineering Sponsorship Request**
The Real World Design Team (this year a drone competition) has qualified to participate in the National Championship, in Washington DC, April 20-22. Registration carries a cost of \$9000 for 7 team members and a teacher/coach to attend. They are doing some fundraising and have raised over \$1000, and are looking to MAEF to help fund the remaining expense.
The Executive Committee is recommending a \$1000 from the Sponsorship Fund and \$1000 from the Johnson Fund
Wolgamot moved approval of the sponsorship as recommended, Bixby seconded and the board unanimously approved.
Wolgamot moved approval of the dispersement of the Johnson Fund, Anderson seconded, the board unanimously approved.
- c. **Celebration of Excellence Dinner Sponsor**
There is a \$500 Sponsorship request to MAEF for the annual Celebration of Excellence Dinner to be held at the Lake Elmo Inn Events Center on April 19, at 5:30pm.
Anderson moved we give \$500 to the Celebration of Excellence dinner, Tews seconded, and the board unanimously approved.

IX. **Adjournment** - *Connolly*

Marshall moved to adjourn the meeting at 8:26 PM and Anderson seconded. The board unanimously approved.

Documentation

- February Agenda
- General Fund P&L
- Balance Sheet January 2017
- 17FY January P&L to Forecast
- 2017 Grants Committee Recommendations
- Oliver's Fund Grant Request
- Legacy Night Overview

Future Board Meetings

Thursday, March 23, 7:30AM – EC Meeting

Monday, March 27, 7:00PM – Board Meeting