

# Clinton Central Education Foundation

*A legacy for our children...*

## Board Meeting

February 8, 2012

5:00 p.m.

Members present included Shannon Tarkington, Melissa Robertson, Jenny Neal, Jan Archibald, Janet Cline, Ron Trees, Bob Thorley, Max Rodibaugh, and Heidi Turner.

January minutes were not available. Those will be emailed to all members.

### Treasurer's Report-

1. Bob Thorley presented copies of bank statements from January 31, 2011; balance was \$258.18. Statement from January 31, 2012 has a balance of \$1,231.25; this included a debit of \$1,015.07 to the CC High School Athletic Booster Club as final payment (their portion) from the golf outing of 2011.
2. According to Hilda Burns with the Clinton County Community Foundation, our balance as of December, 2011, was \$20,136.46; a payment of \$3,825 was sent to the CC High School Athletic Booster Club which leaves a current balance of \$16,311.46.
3. Bob will send a request to the Clinton County Community Foundation to forward a check to the CC superintendent's office on behalf of the Education Foundation for the amount of the grants awarded in November of 2011. This will then need to be approved by the Community Foundation's Board.

### Old Business:

1. CCEF Founder's Club Plaque
  - a. Name/spelling corrections have been made. Plaque should be available within two weeks. Will need to seek approval from Clinton Central School Board to display plaque of founding donors in or near the superintendent's office.
2. Bylaws
  - a. Jenny Neal spoke with Hilda Burns. The Education Foundation is an affiliate of the Clinton County Community Foundation which is an affiliate of the Community Foundation of Howard County. Hilda sent a copy of bylaws from the Kokomo Education Foundation for our review.
  - b. Jenny will also email to Board members a copy of the "Fund Agreement" we have with the Community Foundation of Clinton/Howard County.
  - c. Jenny and Hilda also discussed how our fund agreement does not speak directly about if donors would terminate or dissolve, but Section 7 does address if the "Fund" was terminated. It was agreed that Section 7.02 of our By-Laws needs to be revised to be more in line with our "purpose" statement, and discussed acceptable options.
  - d. Jan Archibald and Jenny Neal will make previously approved revisions to our current bylaws and submit a draft for the membership's review.

## New Business:

1. Fundraiser/Golf outing
  - a. Date is set for Saturday, June 2, 2012, 1:00 p.m. shotgun start
  - b. President Matt McQuinn will meet with Athletic Booster Club President Mike Strange within the next two weeks. Ron Trees and Janet Cline volunteered to assist with this meeting/event.
  - c. The form letter requesting donations from last year will be revised and emailed to members to review. Would like to include a brochure as well.
  - d. Shannon Tarkington will chair the silent auction.
2. Insurance
  - a. Liability insurance for the Foundation would be \$296 annually which covers us for liability for any event that we have; covers members if driving own vehicle on business for Foundation
  - b. Bond-no information available at this time
  - c. Discussion was held about the cost of insuring ourselves for a single event verses paying an annual fee; some felt it would not be that much of a cost savings. Question was raised-What is the liability limit? More discussion will follow. No motion to approve or deny was made.
  - d. Jenny Neal reported that Hilda Burns through the Kokomo Education Foundation notifies its insurance company of upcoming events.
3. Executive Sessions
  - a. A proposal was made to hold executive sessions when deemed necessary. Decisions and acts previously approved by the Board could be completed or further assigned to committees by officers at executive sessions. The majority of the members present agreed to the idea.
4. Grant revision
  - a. Two teacher grant recipients found funds to cover their grant requests from other sources and requested that the grant money be used to fund/supply fundraising endeavors. Members present decided this request did not fall within the boundaries of the grant's purpose.
5. Celebration
  - a. A 7:30 a.m. meeting with the staff of Clinton Central Schools needs to be set to recognize our grant recipients and promote the work of the Foundation. Janet Cline will create certificates to present to the winners.

Reminder: To increase communication and awareness, the minutes will now be posted on the school's website.

Meeting adjourned at 6:00p.m.

Next meeting: **Tuesday, March 13, 2012**, at 5:00 p.m. at Clinton Central Elementary teachers' lounge.

Submitted by Melissa Robertson, secretary