

Meeting Minutes
HF-L Education Fund

Wednesday, January 6th, 2016

In attendance: Lauri Hofmann, Jan Somes, Lisa Moosbrugger, Traci Mustardo, Nick Norvell

Old Business:

1. Financial Update – we added approximately \$3,500 to our account from ROC the Day and staff appreciation.
2. **Nick Norvell** will be a new (official) member in March at our meeting. Rhonda will forward him the welcome package.
3. Lisa reviewed the grant paperwork and it's all good, just needs updating with dates. We will be starting a little EARLIER this year and sending out information in Feb. to staff. They will still have until May to respond. **Lauri will be attending all the staff meetings except Lisa will handle Lima.** **Lauri** will find out from Lauren what our gift amount will be.
4. **Jan** will review the email from Campus Construction regarding their donation process. We need to respond to them.
5. The Future of the Fund
 - a. Jan met with Gary and Gene, Bruce and Renee to talk about the future of the fund. We need more "energy" from new members and other ideas for raising money. Gene was going to reach out to Phil about helping with retired teachers, Renee was going to reach out to a few folks as well. **Jan will provide an update** on this at the next meeting.
 - b. Nick believes it would help to meet once per month (whenever possible) to keep our momentum going. We agreed and will try this.
 - c. In March our main topic will be fundraising for the Fund. New ideas for the Carnival maybe, we also thought we could "raffle off" a fun day with Gene Mancuso (he teaches your class etc). We thought the teachers might be interested in something fun like that.
 - d. We should send a personal note to all past grant recipients before ROC the Day. This year only one grant recipient donated.

New Business:

1. **Jan is checking** on our Go Daddy Account. Once we know this information **Lauri will talk** with Dawn Harvell who has done a very nice job on the PTA site about setting up something nicer for Ed Fund. Lauri sent the proto type link for PTA to the group.
2. We need a complete Excel database for ALL donations from the past 4 years. Is this something **Lynley can pull** together?
3. One of the more successful outreach methods for Genesee Land Trust (Lauri works there) is direct mailing with a letter about the Fund and a return envelope to send in a donation. Something to consider when discussing in March.
4. Renee Williams suggested that Sue Geraci might be willing to work with us on some PR/Marketing things and Lauri suggested Dawn Harvell as well.
5. There was a suggestion that we could make up a nice poster with our mission and recent grants on it and frame it. We would put one in each school lobby. Just need permission to do so.

Next Meeting – Wednesday, March , 5:30 PM (tentative agenda review of financials and information from RACF regarding grant process and then brainstorming fundraising).