



BROWNSBURG EDUCATION FOUNDATION

F.L. O'Neal Administration Building
310 South Stadium Drive
Brownsburg, IN 46112

MINUTES May 2, 2022

To encourage and support creativity, innovation and excellence that will enhance the educational community of the Brownsburg Community School Corporation.

Present: Lindsey Catellier, Tiffany Dearman, Kris Grant, Kristen Gryskevich, Kevin Hall, Jamie Hall, Melanie Harris, Rona Howenstine, Rosemary Isaacs-Anderson, Frank Knez, Brian Petraits, Stacy Preston, Paul Shaffer, Alicia Smith, Dr. Jim Snapp, Krista Tschaenn, Rene Behrend

Judi Adams, Tracee Ellis, Abby Hall, Heather Jones, Haley Richardson

Absent: Sarah Aylworth, Tarah Fettig, Julie Fletcher, Igor Jakovljevic, Ryan Morrison Kaci Becker, Julianna Jones, Meggen Lepper, Suzanne Rietdorf, Heather Sarles, Courtney Vogel

I. WELCOME

The meeting was called to order at 6:02 pm by Brian Petraits. Brian noted that the BEF Bylaws have been amended so all directors are now voting members, so we will have motions and seconds and everyone will vote at this meeting. Brian explained some of the changes in the new bylaws. He also highlighted the discussion topics and said that BEF needed good feedback, especially discussion of the Gala.

II. MISSION MOMENTS – Brian Petraits and Rene Behrend

A. “A Stain to Keep” at BHS

The students are currently making paw prints with appropriately colored glass for their company colors to give to our sponsors.

B. “Regulation Station” at Brown Elementary

For any student who needs to take a break. Is located in Brown Elementary and includes hanging lights, swings, other ways to distract and regulate emotions.

C. BEF Success Stories - none

III. REVIEW OF ATTACHMENTS – Brian Petraits

Advisory Board Meeting Minutes – February 15, 2022

Executive Board Meeting Minutes – February 15, 2022

Minutes from last Advisory Meeting were brought forth for approval. Kevin Hall made first motion, Lindsay Catellier seconded. Executive Meeting minutes were also approved with a first motion by Lindsay Catellier and second by Tiffany Dearman. Both minute approvals were passed unanimously.

IV. FINANCIAL REPORT – Stacy Preston and Kevin Hall

This is our first year working with an accounting firm. Stacy and Kevin have been splitting the job, but Stacy will be transferring completely to Kevin on June 1st so today is Stacy's last Board meeting as Treasurer.

V. SNAPP CHAT – Dr. Snapp

He's looking forward to the summer, they are in the process of filling 20 new positions. Crossroads Elementary is on time and on budget.

VI. COMMITTEE REPORTS

Reports are attached...we are still looking for Committee Chairs and members. Please see Rene if/when you are interested. Reminder, this is a responsibility of all Board members.

VII. DIRECTOR'S REPORT

Attached. No one had any questions.

VIII. OLD BUSINESS

BEF Bylaws – Brian went into more detail about some of the changes: electronic meetings were defined, VP's name has been changed to President Elect, there is no longer an "Advisory Board" and an "Executive Board." Everyone has full voting rights. There are still officers but no longer an Executive Board Meeting. Officers will meet as needed when the President calls for a meeting.

IX. NEW BUSINESS

A. Future of the BEF gala

Alicia Smith asked how much we made this year and how much we made in pre-COVID years. Rene responds — we make 55k this year, in 2018 we made 80k.

Stacy mentions that it's possible that people are just strapped and that explains the gap.

Rene: Sponsorship and Silent Auction made the most difference this year.

Kristen Gryskevich — brought up the year that there was a Monte Carlo theme and there were card games. Also brought up "Jersey" year.

Gift Card Tree seemed to go well.

Stacy mentioned that it was impossible to hear in the back of the room. Mental note, the speakers were broken in the room so next year we need to do a sound check and get speakers from the high school if needed.

Bar Line — possibly offer a Fast Pass to buy??

Instant Give — maybe designate a project to give to?

Emcee — went well, great idea

Beads — could have sold more and should have in a different location that gets more foot traffic at the beginning and need more volunteers to sell throughout the night or right before the game

Program — maybe need to change...have board members direct people as they enter and point out the schedule of events on the first page

Dessert Dash — big money-maker but very difficult to coordinate, this needs its own committee. Things need to be done last minute, restaurants are difficult and forget what they have pledged. Tags have to be printed out last minute. The work needs to be spread out.

Gala Committee — need more people for set up and tear down

Jamie — maybe we should do away with Silent Auction?

Kristen — do a Casino Night, people buy chips

Maybe we could "pay" volunteers with discounted tickets or free drinks — is it possible to get high schoolers involved for set up or clean up.

We did not do a survey this year. Would like committee to have one so that we can hear what how people felt about different aspects.

We should find out a way to monetize pain points — drinks/bar/caterers

Auction “Experiences” — i.e.: ride on a fire truck
INAPEF — Alicia remembered ideas from the meeting — do themes like “Bourbon Trail” or a “Wine Tour.”

More live auction items

Suggested theme ideas: Mardi Gras, Casino Night, Boots & Bourbon, Masquerade, Jerseys and Jewels was a popular theme

Do we need to have some less expensive items?

We don't make money from the bar??? Can we talk to them about this in the future?

Possibly make a “Signature Drink” for the event that we do make money from — maybe a competition to create the Signature Drink. Glass that lights up and is a souvenir?

Maybe do less things, but do what we do better or have upgrades?

B. 2022-2023 Officers – VOTE

President-Elect: Alicia Smith

Secretary: Melanie Harris

Treasurer: Kevin Hall

New officers were voted in by the BEF board.

C. New Directors – vote will be electronic after May 11th

D. DEA Grants – VOTE

Tiffany Dearman made first motion. Alicia Smith made second. Approval of grants recommended by the grant committee passed unanimously.

Small discussion of 4/5 HA pig hearts and dissection kits.

E. Health insurance policy – VOTE

Brian moves to take \$4,000 out of the budget for health insurance. BEF will pay premiums for BEF employees to be on their spouse's health insurance or has an opportunity to not use the school's insurance (because it costs \$7,000, so paying for BEF employee to NOT be on the school insurance is more cost effective).

Can be altered with a life-changing event. Effective May 1, 2022. Brian Petraits makes first motion, Melanie Harris seconds. Motion passes unanimously.

F. HCCF Grant – Brian Petraits

\$7500 grant, have to spend it by November. Have ideas? Email Rene. Mental Health suggestion.

G. INAPEF Regional Meeting – Kevin Hall and Alicia Smith shared some of their takeaways from the recent meeting in Brownsburg. Was a great experience. Dr. Snapp talked about his journey to Superintendent and opened up the floor for questions. Was really enjoyable.

Volunteers — should remember to use service groups and students

Should have a BEF banner at all events (choir concerts, etc.)

Endowments for PSG/match funds/train them

Alumni Engagement

H. Opening Day Staff Breakfast – July 26, 2022 from 7 - 8am at BHS – Volunteers are needed.

I. Log Cabin Community Day – Saturday, October 1, 2022 from 10am – noon (THIS IS A DATE CHANGE FROM THE ORIGINAL CALENDAR.**)**

J. Outgoing building reps and board members – Brian Petraits thanked outgoing reps and board members.

X. BOARD DEVELOPMENT – Brian Petraits

A. Index card activity – Everyone was asked to put something that BEF does well on one side of the card and something we could do better on the reverse side.

XI. ADJOURNMENT

The meeting was adjourned at 7:23pm.

Respectfully submitted by Melanie Harris

5/11.2022

BEF Committee Reports May 2, 2022 Board Meeting

Gala Committee
Grant Committee
Scholarship Committee
Gold Outing Committee
Graduate Walk Committee
Purse Bingo Committee

Gala Committee

Submitted by Ryan Morrison

Our first live gala event in two years commenced on March 11th. Overall, the event was a great success. We welcomed 340 guests and raised \$55,000 net profit. The night was filled with fun games, insightful ways the BEF is changing lives in positive ways and inspiring our guests to donate. This year, we incorporated an emcee to help facilitate the evening. We also incorporated some board members to hit the dance floor and show off their newly acquired dance steps to align to our “Rockin’ Through the Decades” theme. The dancing kicked off a fun end to the evening. There are certainly improvements to be made. The Gala Committee held a wrap up meeting after the event and discussed how this event might evolve in light of where the BEF now stands in terms of our endowment. Perhaps, we look for ways to facilitate the evening towards the fun energy already present amidst the crowd who typically attends a Gala such as a comedian or a fun, engaging speaker. This will be discussed in the upcoming Board meeting.

Grant Committee

Submitted by Tarah Fettig

Committee Meeting Date: April 4

In Attendance: Rene Behrend, Tarah Fettig, Kris Grant, Paul Shaffer

District Excellence Award (DEA) grants are awarded to entire grade levels or departments to fill in the gaps left by budget restrictions and funding cuts. This year the committee received 24 requests for first choice funding totaling \$64,876.73. After careful review and deliberation, **the committee awarded \$52,505.99 across all grade levels and all schools in DEA Funding.**

Total amount budgeted for DEA grants in 2022 budget: \$52,535.

Total amount allocated in 2022 for DEA grants: \$52,505.99

Scholarship Committee

Submitted by Lindsey Catellier

The Scholarship Committee met on Tuesday, April 12 to consider scholarship applications. We are awarding 47 scholarships totaling \$52,000. Thank you to the committee members for putting in work prior to our meeting to read essays. We used the new platform, Kaleidoscope, that allowed us easier access to applications. We are continuing to look at how to better utilize the software to make it more efficient for committee use going forward. We added the Baron Family Endowed Scholarship, which is a \$4,000 renewable scholarship and 2 additional DECA scholarships this year. Scholarships will be presented on Senior Awards Night on Tuesday, May 10 at 7:00 p.m.

Golf Outing Committee

Submitted by Kris Grant

Plans continue for the BEF Golf Outing which will take place on Friday June 10 at West Chase. This is a great opportunity to golf yourself or share the opportunity with the golf specialist in your network to assemble a team of 4 individuals who may be interested in furthering the mission of the foundation. Corporate/sponsor sales are going well at this time, but there is still room for anyone else who is interested. We are also going to need a few extra volunteers this year. Volunteer sign-ups will come out via email in the near future so be on the lookout. Volunteering can be done in shifts and everything should be concluded by mid-afternoon. The golf outing is a great morning of raising funds for BEF.

Please let any of us know if you have any questions.

Thanks,
Kris and Kevin

Graduate Walk Committee

	2021	2020	2019	2018	2017
# Bricks Sold	30	23	31	36	38
Amount Raised	\$3,325.00	\$2,130.00	\$2,660.00	\$3,210.02	\$4,140.00

Purse Bingo Committee

Submitted by Tammy Hession

Committee Chairs: Angela Falcone and Tammy Hession

Next Committee Meeting: Tuesday, May 10 @ 4:30 p.m.

Summary:

- Purse Bingo Date: August 16, 2022
- Location: Brownsburg Legion
- All purses have been procured for BEF Purse Bingo Event.
- Application for Gambling license has been fulfilled.
- Half of the purse round sponsors are secured (10 out of 20). Additional sponsors need to be contacted.
- Mystery Bag items need to be procured.

Professional Development

DATE	EVENT	SPONSORED BY	COST	PAID FOR BY
3/1/2022	INAPEF Board Meeting	INAPEF	\$0	n/a
3/2-4/2022	NEFA Annual Conference - virtual	NEFA	\$307	BEF
4/12/2022	INAPEF Board Meeting	INAPEF	\$0	n/a
4/14/2022	INAPEF Regional Meeting	INAPEF	\$20	Rene
4/28/2022	How to Build an Active Board Webinar	Foundant	\$0	n/a

Community Outreach

DATE	EVENT
2/16/2022	Brownsburg Chamber Lunch - attend
2/24/2022	AM Connect - attend
3/24/2022	AM Connect - attend
4/13/2022	Danville Chamber Lunch – attend
4/20/2022	Brownsburg Chamber Lunch – attend
4/21/2022	HCCF Nonprofit Networking – attend
4/28/2022	AM Connect - attend

2022 Sponsorship

- \$134,550 committed for 2022 so far (\$145,815 was our sponsorship total for 2021)
Increases from Stifel, Weichert, Green Street Cleaners, Hendricks Power Cooperative, Ice Miller
- Continuing to follow-up with potential business sponsors and follow-up with 2022 sponsors who have not yet responded (KI Furnishing, Kids Count)

Grants

- Received \$10,000 grant from Duke Energy for non-consumable STEM materials at BHS in PLTW Engineering, computer science and biomedical innovations

Donor Software

- Conversion from eTapestry to Bloomerang is underway, and we will be on the Bloomerang platform by the end of May

Committees

- Working with marketing committee to develop payroll deduction promotion for fall 2022
- Working with finance committee to write endowment spending policy so we are prepared for end of 2022
- Need to talk about forming alumni engagement and volunteer task forces at some point in the near future

Log Cabin Camp

- Tentatively will take place June 13th – 16th (Monday – Thursday) from 9am- 4pm.
- Cost per student is \$100 for the week.
- Camp will be limited to 20 exiting 3rd through 5th grade students.

- Curriculum is currently being created and will expand on any experience that the third graders had at the cabin.
- Financials:

INCOME	
20 students @ \$100 each	\$2,000.00
TOTAL INCOME	\$2,000.00
EXPENSES	
2 teachers @ \$500 each	\$1,000.00