



BROWNSBURG EDUCATION FOUNDATION

Board Meeting

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

AGENDA

February 20, 2024

6:00 p.m.

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

- I. **WELCOME AND CHECK-IN** – Alicia Smith
(Each Director and Building Rep shares something about themselves since the previous meeting.)
- II. **MINUTES AND FINANCIAL REPORT** – Tara Casey and Kevin Hall
 - A. Board Meeting Minutes – November 20, 2023 *VOTE*
 - B. Finance Report
 - C. Presentation of 2024 Budget *VOTE*
 - D. Updated Investment Spending Policy *VOTE*
 - E. Questions and discussion about finances or areas of concern
- III. **REPORTS** (attached for review prior to meeting)
 - A. Gala
 - B. Director's Report
- IV. **STRATEGIC MATTERS** – Melanie Harris and Katrin Tabellion
 - A. Review of Strategic Plan progress (Melanie)
 - B. Board networking (Katrin)
 - C. Officer nominations (Melanie)
 - D. Board of Directors application (Melanie)
- V. **EVALUATION MATTERS** – Alicia Smith
 - A. Individual board member assessments and demographics survey
 - B. Board review of program evaluation scorecard DRAFT
- VI. **INCOMPLETE AND NEW DISCUSSIONS** – Alicia Smith

VII. **CURRENT SIGN-UPS**

- A. Deliver partner folders to schools – February 28th
- B. Gala set-up and event – March 7th and 8th

VIII. **FUTURE MEETING DATES**

April 15, 2024, 6 pm



IX. **ADJOURNMENT**

Key Dates:

Gala – March 8, 2024

Golf Outing – June 14, 2024

2023 – 2024 Committee Chairs

*Gala – Chair: Katie Dixon, **Co-chair: NEEDED**

*Golf Outing – Chair: Brian Petraits, **Co-chair: NEEDED**

Purse Bingo 2024 – Chair: Melissa Middleton, Co-chair: Beth Grant

Special Promotions – Lindsey Catellier (apples) and Tara Casey (bricks)

Surplus Sale – Rosemary Isaacs-Anderson

Alumni Hall of Fame Committee – Chair: Melanie Harris, Co-chair: Brian Petraits

Finance – Kevin Hall

Grants – Chair: Ryan Morrison, Co-chair: Melanie Harris

Scholarships – Chair: Tarah Fettig, Co-chair: Lindsey Catellier

***Co-chairs are needed for committees with asterisks**

BEF Committee Reports February 20, 2024 Board Meeting

Gala Committee

Submitted by Katie Dixon

The Gala Committee has been making progress and we're excited to share that only a handful of tables remain for sale for the Gala on March 8th - please don't wait to reserve your individual seats or tables for this event.

Here are some highlights of what you can expect at the event:

Grab your PAWSPORT and visit different stations around the "world" to experience all our Gala has to offer. Happy Hour Returns! Beer, Wine and soft drinks will be complimentary for the first hour of the event! Enjoy a charcuterie appetizer buffet before dinner while you mingle and enjoy new games this year like Wine around the World Ring, Airplane Toss, our popular Diamond Raffle, and more. Bid on silent auction packages - there's something for everyone including event tickets, restaurant gift certificates, kids activities, baskets from each of the buildings, and more! Travel around the globe with us and explore cuisine with Latin, Italian, and Mediterranean flavors from Nameless Catering for dinner. The crowd favorite Dessert Dash returns, along with an opportunity to give generously to the students of Brownsburg schools, and dance the night away with live music.

How you can help:

*Bring gift cards to the meeting to donate to the gift card tree. This is a sellout every year so look to see if you have cards you received at the holidays you won't use, pick up a card for bonus fuel points at Kroger, or ask your family and friends if they have cards that they'd like to contribute.

*Bring wine or other alcohol to the meeting to be used for the Wine Around the World - this is a great way to use some of that Cooper's Hawk wine you've been collecting, hand off bottles that aren't your preference from gifts, or check out Total Wine and More in Avon that you've been meaning to visit. **PLEASE TEXT ME IN ADVANCE OF THE MEETING IF YOU WILL BE BRINGING ALCOHOL SINCE IT SHOULD NOT BE BROUGHT INTO THE ADMINISTRATION BUILDING. 317.374.2849**

*Silent auction items - this meeting is truly our last call - if you have something you'd like to donate, or know someone who might, please bring it

or let us know - the program is finalized after the meeting so it's important to have all items in at meeting time.

***Share posts on social media - both for ticket purchases as well as the silent auction link when it goes live. Each share reaches a substantial number of audience members, and we appreciate your support in this way.**

***During the event, meet someone new. Share your experience as a board member. Share your "why" that we talked about earlier this year. Consider yourself an ambassador for BEF - potential board members are all over the Gala, and if you have one in mind, encourage them to attend, and introduce them to others.**

Huge thanks to Melanie for making sure our Dessert Dash table is overflowing with bid worthy items, Hillary for the fun game designs, Jamie for the decoration plans, and Brian for assistance with wine donations.

**Director's Report
February 20, 2024**

Professional Development

DATE	EVENT	SPONSORED BY	COST	PAID FOR BY
1/18/2024	Mentoring and Collaboration with AEF ED	n/a	\$0	n/a
1/31/2024	INAPEF Virtual Insights and Lunch Bites	INAPEF	\$0	n/a
2/12/2024	LHC Grant Writing Webinar – Part 1	LHC	\$79	Brownsburg Chamber

Community Outreach

DATE	EVENT
11/28/2023	Met with Amanda Babinec from HC ICON
11/30/2023	AM Connect – attend
12/5/2023	Met with Catherine Myers from HC CONNECT
12/6/2023	Brownsburg Chamber Luncheon - attend
12/6/2023	Met with Dr. Jack Swartout from Swartout Dental
12/7/2023	Hendricks County Women's Luncheon - attend
12/14/2023	Met with Dustin McAfee and Matt Bonanno from Bill Estes Ford
12/14/2023	Met with Chris Wright from The Energy Spot
1/17/2024	Brownsburg Chamber Luncheon - attend
1/23/2024	Brownsburg Kiwanis Meeting - spoke
1/25/2024	Fanning Howey Food Insecurity Reception - spoke
2/3/2024	Club Z! Test Prep Workshop – hosted by BEF

Year-end Campaign

		<u>Sent</u>	<u>Returned</u>	<u>Rate</u>
2023 TOTAL	\$8,039.39	250	26	10%
2022 TOTAL	\$9,607.88	376	31	8%
2021 TOTAL	\$9,558.44	308	39	13%
2020 TOTAL	\$10,693.44	268	46	17.2%
2019 TOTAL	\$6,000.32	245	31	12.7%
2018 TOTAL	\$5,707.32	309	38	12.3%
2017 TOTAL	\$5,535.00	367	37	10.1%
2016 TOTAL	\$7,440.00	367	31	8.4%
2015 TOTAL	\$3,088.70	342	25	7.3%
2014 TOTAL	\$2,604.87	258	28	10.9%
2013 TOTAL	\$1,905.00	177	18	10.2%
2012 TOTAL	\$1,851.70	575	19	3.3%

Monthly Giving/1987 Club

- This program continues to grow and provide significant monthly and annual revenue for BEF
- Currently, there are 15 members of The 1987 Club (they either give monthly or one annual gift). This is a 60% increase in members from this time last year.
- Total giving from monthly donors is \$190.32 per month (x 12 = \$2,283.84 annually + \$965.32 annual gifts) for a total 1987 Club annual amount of \$3,249.16.

Community Partnerships

- Almost every 2023 community partner has returned again in 2024. Current total of support for 2024 is \$136,500 (total support in 2023 was \$156,000). We will still get several more golf partners, and Katrin is working to engage new business with BEF.
- Katrin would appreciate help from board in making connections/introductions to community partners and individuals interested in getting involved with BEF.

Log Cabin Updates

- Elementary Life Skills classes at Brown will be visiting the cabin in short segments this spring; teachers are creating the curriculum and BEF does not need to do anything except Rene will join students those days
- Pioneer Camp registration is open. Camp will be held June 17th – 20th and June 24th – 27th this year.
- A garden addition is being planned for the property in conjunction with the BHS Special Education Department. Students will plant and care for the garden while school is in session; Pioneer Camp students will care for the garden in June; third-grade visitors will observe garden and help in September.

Grants

BEF was the grateful recipient of recent grants:

- Duke Energy Grant - \$6,428 to be used for literacy support in elementary learning labs
- Hendricks County Community Foundation - \$7,776 and \$217 for a total of \$7,993 (unrestricted)