

Brownsburg Education Foundation Board Meeting Minutes
August 19, 2024
Bulldog Conference Room

Present: Tara Casey, Lindsey Catellier, Katie Dixon, Kat Fenoglio, Beth Grant, Jamie Hall, Kevin Hall, Arthur Hamilton, Melanie Harris, Christen Hoepfner, Dr. Kat Jessup, Heather Jones, Alyssa Lumley, Melissa Middleton, Dale Sharpe, Alicia Smith, Dana Thomas

Rene Behrend, Teresa Fishback

Absent: Tarah Fettig

- I. Welcome and Check-In- Melanie Harris
 - a. Called to order at 7:13 p.m. by Melanie Harris
 - b. Check-In question: What was your favorite grade in school and why? and introductions.
- II. Minutes and Financial Report
 - a. Minutes from April- No questions
Motion to Approve: Kevin Hall, Motion Seconded: Kat Fenoglio
Minutes from 4/15/2024 passed unanimously.
 - b. Financial Report
Christen reviewed the financial report. Kevin reviewed budget to actuals through July 2024. Endowment highest it has been at \$1.3 million
- III. Reports
 - a. Golf Outing
Kat Fenoglio - It was a beautiful day and Centier Bank came in as a sponsor about having the opportunity to learn about BEF during the event.
 - b. Designer Purse Bingo
 - c. Director's Report
Kevin- Thank you to Teresa for getting out there and jumping right in with your work with BEF.
- IV. Strategic Matters
 - a. Kevin- Review of Strategic Plan: Key objectives are staffing growth and succession plan due by December 2024, program evaluation and maximizing resources due November 2024 (edit assessment date from 2025 to 2024) and board growth and development (edit assessment date from 2024 to 2025)
 - b. Kevin and Melanie-Highlight of Upcoming Events
 - i. September: Drive 4UR School, Board Meeting, and Homecoming
 - ii. October: Purse Bingo- Looking for volunteers to support the event as it requires organization members due to charity gaming regulations.
 - iii. March: Gala
 - c. Melanie-Committee Sign-Ups: Please consider volunteering for 1 or 2 committees. Friends can volunteer to serve on fundraising committees without serving on the board.

- d. Melanie- Volunteer hours at LOIRP: We use the venue with the expectation that we provide 40 volunteer hours; however, it has been challenging to get those hours met. Volunteer hours versus donation/fee? Based on feedback, volunteering is enjoyable but the dates often present logistical challenges due to previous years requiring 12 hours or nothing shift coverage. We are now able to volunteer in 4 hour shifts and that seems to be more manageable. We will revisit this in the September meeting after Labor Day hours/shifts are served.
- e. Rene- Log Cabin Homestead: Can we open up to allow homeschool groups or other school groups to visit?
 - i. Dr. Jessup- consider liability and logistics of weather, restroom needs, visitors needing to access a building, consider developed curriculum is for 3rd grade students
 - ii. Other options to allow outside participation to consider- curriculum in a box, virtual field trip
- f. Rene-Board Approval of Megan Curts/Lilly Scholar Grant Proposal- BEF would be non-profit partner. Money used by elementary schools to make graphic novel collection similar to identical.
Motion Made: Kevin Hall, Motion Seconded: Melissa Middleton, Motion Passed Unanimously
- g. Rene-Discussion about amending by-laws to make superintendent and appointed school board representative ex officio and non-voting members.
Motion Made: Melanie Harris, Motion Seconded: Kat Fenoglio , Motion Passed Unanimously

V. Evaluation Matters

- a. Rene and Melanie- Board and staff roles and responsibilities: Members completed Hedges form individually then reviewed answers as a group. Discussion of the survey will take place at the September meeting.
- b. Review and signing of board paperwork

VI. Announcements

- a. Rene-Future status of surplus sale-Stricken from calendar for 2024. Takes a lot of manpower from technology and warehouse with only a few people attending. Warehouse manager has been putting surplus materials for sale online, it is more efficient and lucrative, and money (not nutrition related) will be given back to BEF with warehouse being able to use some space in the newsletter as needed for surplus materials.
- b. Rene-Marketing update from April meeting discussion- Met with DECA teacher from BHS about opportunities for marketing BEF. Three students currently working through a current proposal that will allow them to work with BEF while using their project for state and national competitions.
- c. Melanie- Parent Recruitment Card for Board will be available in February- It will be distributed to board members and building reps. Can we make a poster that can also be posted at elementary schools for Parent/Teacher Conferences October 9-10, 2024?

- d. Melanie-Mentor Partnerships- Kevin and Art, Melanie and Dale, Tara Fettig and Dana, Tara Casey and Heather, Jamie and Alyssa
- VII. Incomplete and New Discussion
- VIII. Current Sign-Ups
 - a. Drive 4UR School- September 11, 2024 from 1:00-5:00 p.m. Up to \$55 a drive thanks to Ally Bank
 - b. Designer Purse Bingo- October 3, 2024 at 5:30 p.m.
 - c. Log Cabin Community Day- October 5, 2024 from 10:00 a.m. to 12:00 p.m.- Public Library has partnered with us their year as part of their “Bicentennial Hendricks County” and will have a tin-punching craft.
- IX. Adjournment at 8:34 p.m. by Melanie Harris

Respectfully submitted,

Lindsey Catellier