

Brownsburg Education Foundation Board
Meeting Minutes November 17, 2025
Bulldog Conference Room

Present:

Melissa Middleton, Kevin Hall, Tara Casey, Arthur Hamilton, Dana Thomas, Kat Fenoglio, Morenikeji (Mo) Balogun, Ben Behrend, HaiQuynh Jamison, Jeff Smith, Rene Behrend, Heather Jones, Dr. Katie Dixon, Dr. Kat Jessup, Dale Sharpe, Alyssa Lumley
Building reps: Judi Adams, Mindy Bingaman, Maggie Curtin, Madisen Estill, Donald Gadberry, Abby Hall, Nick Johnson, Amy Lynch, Dee Pauley.

Absent:

Jamie Hall, Beth Grant

Building reps: Angela Kreitzer, Hillary Rogers, Leah Thompson, Abby Hall

- I. Welcome and Introductions. – Melissa Middleton
 - a. Called to order at 6:00 p.m.

- II. Mission Moment – Heather Jones provided an update on the Math File Folder Games for 3rd graders that were made possible by a BEF grant.

- III. Minutes and Financial Report.
 - a. Minutes from September 15, 2025 – Melissa Middleton
 - i. Motion to Approve: Jeff Smith. Seconded: HaiQuynh Jamison.
Approved Unanimously.
 - b. Finance report was presented by Kevin Hall. Discussion about showing YOY numbers to have a better understanding of where we are on our fundraising in order to better set goals for the following year. The finance committee will develop a document to display historical rundown of event revenues and expenses in a cumulative way – this will be presented at the February meeting.
 - c. 2026 Draft Budget discussion was led by Rene. Two new expense lines are being proposed for 2026: 1. Elementary Body Safety Program (\$7500) and 2. Flex Farm (\$500). Scholarships will also increase by \$2000. New expense items proposed for Administrative Expenses: Alumni Management is a new line with \$10,000 taken from the vacant staff salary line to pay for Alumni Nation platform, which will help virtually and efficiently connect with alumni. This outreach would be removed from the staff position. Budget will be voted on and finalized during February 2026 meeting.

- IV. Report discussions – written updates were provided and minimal discussion was had on the following:
 - a. Apples for Excellence
 - b. Alumni Hall of Fame
 - c. Purse Bingo
 - d. Rally for Our Kids Gala
 - e. Director’s Report

- V. Strategic Matters. – Melissa Middleton and Kat Fenoglio
 - a. Kat Fenoglio led a discussion on the progress of the 2025-26 Strategic Plan. The group discussed the Scorecard action – specifically around the cadence of reporting and responsibilities for scorecard measurements. Board members are seeking more regular visibility on the event scorecards. A recommended change to the scorecards is to add a ratio field that shows the efficiency of the event.
 - b. The Board Retreat is in development and a survey for potential dates will be sent out to board members. This time will be used to focus on the 2026-29 Strategic Plan.
 - c. The 2026-29 Strategic Plan areas of focus were discussed. Reviewed the proposed areas from the September meeting: Board Development and Growth; Leadership Transition Management; Volunteer Recruitment and Engagement; Communications Marketing and Public Relations; Endowment Growth and Monitoring. Rene provided a streamlined version that merges topics and incorporates the overall mission:
 - 1) Mission Impact and Program Effectiveness
 - 2) Governance and Leadership Excellence (combines Board Development and Growth AND Leadership Transition Management)
 - 3) Stakeholder Engagement and Communications (combines Volunteer Recruitment and Engagement AND Communications, Marketing and Public Relations)
 - 4) Revenue Strategy and Diversification (would include Endowment Growth and Monitoring)

The Board agreed with this new approach to the new four areas of focus.

 - d. Articles of Incorporation – Melissa noted there are a few outdated pieces to our current document, including an incorrect name of the foundation. This needs to be updated and refiled with the Secretary of State.
 - i. Motion to Approve: Kat Jessup. Seconded: Tara Casey. Approved Unanimously.

- e. Rene reviewed the community partners for 2026.
- VI. Evaluation Matters. – Melissa Middleton
- a. A reminder to complete the director evaluation by Friday, November 21.
 - b. Reviewed pages in 14 and 15 of the “Welcome to the Board” packet which defines the roles of board members and executive directors – very relevant to our discussion about fiduciary visibility and duties.
 - c. Examined the current level of giving among board members and encouraged further engagement.
- VII. Announcements.
- a. Signed Thanksgiving cards for major sponsors.
 - b. A quick reminder that Minted gives money back to BEF if holiday cards are purchased from the link on the BEF website.
- VIII. Current Sign-Up Opportunities
- a. Apples for Excellence
- IX. Future Meeting Dates
- a. February 17, 2026, 6 p.m.
 - b. April 20, 2026, 6 p.m.
- X. Adjournment at *7:20 p.m.*
- a. Motion: Heather Jones
 - b. Seconded: Dale Sharpe. Approved unanimously.

Respectfully submitted,
Dana Thomas
11/18/2025