



BROWNSBURG EDUCATION FOUNDATION

Board Meeting

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

AGENDA

April 15, 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** – Melanie Harris and Kevin Hall
 - A. Board Meeting Minutes – February 20, 2024 ***VOTE***
 - B. Finance Report
 - C. Questions and discussion about finances or areas of concern

- III. **REPORTS** (attached for review prior to meeting)
 - A. Golf Outing
 - B. Grants
 - C. Scholarships
 - D. Gala
 - E. Bricks
 - F. Designer Purse Bingo
 - G. Director's Report

- IV. **STRATEGIC MATTERS** – Melanie Harris
 - A. Review of Strategic Plan progress (Melanie)
 - B. Officer nomination slate (Melanie) ***VOTE***
 - C. Review of Board of Directors applications (Melanie) ***VOTE***

- V. **EVALUATION MATTERS** – Alicia Smith
 - A. Discussion of individual board member assessments
 - B. Continuation of discussion from 2/20/2024 regarding program and event evaluation
 - C. Feedback on program evaluation scorecard DRAFT
 - D. 2024-2025 BEF Calendar ***VOTE***

VI. **INCOMPLETE AND NEW DISCUSSIONS** – Alicia Smith

VII. **BEF BOARD AND BUILDING REP RETIREMENTS** – Alicia Smith

VIII. **CURRENT SIGN-UPS**

- A. Volunteer at LOIRP for Cleetus and Cars – May 3rd and 4th
- B. Staff Awards Reception – May 9th at 4pm (*e-mail Rene*)
- C. Assemble golf bags or deliver items to course – June 13th
- D. Chip in for the Kids Golf Outing – June 14th



IX. **ADJOURNMENT**

Key Dates:

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
April 15, 2024 Board Meeting

Scholarship Committee
Golf Committee
Gala Committee
Graduate Walk Bricks
Grant Committee
Purse Bingo Committee

Scholarship Committee
Submitted by Lindsey Catellier

The scholarship committee met on March 18, 2024, to go through applications using our Kaleidoscope platform. We will present awards during the BHS Local Scholarships Presentation on Tuesday, April 23, 2024. We were able to award 56 scholarships for a total of \$61,000! Thank you to our scholarship committee members, Rene, BCSC staff for being part of our payroll deduction program, and sponsors!

Golf Committee
Submitted by Brian Petraits

The BEF Golf Committee is continuing to plan for the 2024 BEF Golf Outing. The event will take place on Friday, June 14th at West Chase Golf Course. Thanks to your efforts to this point, 29 of the 36 groups of foursomes are sold. Please spread the word that there are a few spots open for groups, corporations, or individual players. We could also use some volunteer help the day of the event. Sign-ups are online under the BEF website VOLUNTEER tab. You do not need any knowledge of golf to volunteer. This is a great way to spend a few hours outside while making some money for BEF. We have shifts starting early and are finished up around 3 PM. Please let Kevin, Brian, or Rene know if you have any questions.

Gala Committee
Submitted by Katie Dixon

Thank you to everyone who volunteered, donated, and attended the event - it raised \$78,000. Surveys were positive overall - guests liked the satellite bars for cocktail hour, the dessert dash, and the music! Huge thanks to the committee - Hillary Rogers, Jamie Hall, Melanie Harris, and Sarah Browning - as well as Katrin Tabellion for all of their hard work on a successful gala.

Graduate Walk Bricks
Submitted by Tara Casey

	# of Bricks Sold	Amount Raised
2023	44	\$4,014.86
2022	46	\$4,506.73
2021	30	\$3,325.00
2020	23	\$2,130.00
2019	31	\$2,660.00
2018	36	\$3,210.02
2017	38	\$4,140.00
2016	33	\$2,975.00
2015	37	\$3,080.00
2014	42	\$4,390.00
2013	50	\$5,455.00
2012	23	\$2,450.00
2011	31	\$3,410.00
2010	5	\$575.00

Grant Committee
No report submitted

Purse Bingo Committee
No report submitted

Director's Report
April 15, 2024

Professional Development

DATE	EVENT	SPONSORED BY	COST	PAID FOR BY
3/7/2024	Board and Staff Roles Workshop	Hedges	\$0	n/a
3/11/2024	Grant Writing Workshop: Part 2	LHC	\$79	Brownsburg Chamber
3/2/2024	Get Your Board Fundraising Webinar	Candid.org	\$0	n/a

Community Outreach

DATE	EVENT
3/14/2024	Met with Daven Kruse from Divot Golf
3/14/2024	Ribbon cutting at Home 2 Suites
3/28/2024	AM Connect - attend
4/1/2024	Hendricks Regional Health Leaders' Luncheon
4/3/2024	After Hours Gathering at HC CONNECT

2024 Sponsorship

- \$146,500 committed for 2024 which is an increase of \$10,000 since the last board meeting and only \$10,000 less than the 2023 total. We will continue to get more partners for the golf outing and purse Bingo.

Development Director

- Position has been reposted as of April 1st (BCSC website, BEF website, social media, INAPEF website, BEF newsletter, Charitable Advisors, school and PSG newsletters and social media)

Log Cabin Camp

- Two weeks again this year (June 17th – 20th and June 24th – 27th)
- Cost per student is \$150 for the week.
- Camp will be limited to 20 exiting 3rd through 5th grade students per session
- Currently have 18 of 40 slots filled
- Financials:
 *potential for up to \$3,300 more revenue if we reach maximum capacity of students

INCOME	
18 students @ \$150 each	\$2,700.00
TOTAL INCOME	\$2,700.00
EXPENSES	
3 teachers @ \$400 each X 2 weeks	\$2,400.00
Supplies (\$150 X 2 weeks)	\$300.00
TOTAL EXPENSES	\$2,700.00