

Brownsburg Education Foundation Board
Meeting Minutes August 18, 2025
Bulldog Conference Room

Present: Melissa Middleton, Kevin Hall, Beth Grant, Tara Casey, Dr. Kat Jessup, Dana Thomas, Dale Sharpe, Kat Fenoglio, Alyssa Lumley, Morenikeji Balogun, Ben Behrend, HaiQuynh Jamison, Devon Nelson, Jeff Smith, Rene Behrend, Dr. Katie Dixon

Absent: Christin Hoepfner, Heather Jones, Arthur Hamilton, Jamie Hall

- I. Welcome and Introductions – Melissa Middleton
 - a. Called to order at 7:15 p.m.
 - b. Introduction of new board members: Morenikeji Balogun, Ben Behrend, HaiQuynh Jamison, Devon Nelson and Jeff Smith.
- II. Mission Moment – Rene presented about the Purdue Science Express, which BEF funds. This program impacts more than 200 students through access to many sophisticated pieces of equipment.
- III. Minutes and Financial Report
 - a. Minutes from April 21, 2025 – Melissa Middleton
 - i. Motion to Approve: Kevin Hall. Seconded: Mo Balogun. Approved unanimously
 - b. Finance Report – Kevin Hall
 - c. Questions and discussion about finances or areas of concern
- IV. Report discussions
 - a. Golf Outing – Another successful year that netted over \$29,000. Paper yardsticks were a hit with golfers. Pinheads gift cards were a nice benefit for the 22nd place team (in honor of this being our 22nd golf outing). Food and beverage are now back in house at West Chase, so the committee will look at cost efficiencies, including evaluating event costs at other golf courses. Kat noted that her father-in-law is a member at West Chase if the committee needs additional support.
 - b. Designer Purse Bingo – In need of volunteers for set up during the day of the event. Date is set for presale tickets – September 6. Donations for the mystery bags are needed. Salty snacks will be added as a food option in addition to the preorder items.
 - c. Director's Report – Discussed local camp conflicts during Pioneer Week and determined it's not an issue. Shrinking the camp to one week with a raised price proved successful.
 - d. Superintendent Report – School year is off to a great start with enrollment continuing to grow at the 6-12 grade levels, but not at the elementary level.
- V. Strategic Matters – Melissa Middleton and Kat Fenoglio
 - a. Review of 2025 Strategic Plan goals
 - b. Review of Strategic Plan Progress
 - i. Emphasized the need to create process and manual for staff positions; work to fill the Development Officer role continues.
 - ii. Discussed the importance of the scorecard process in reviewing programs annually.
 - iii. Discussed inventory of materials purchased by BEF.

- iv. Discussed the need for a future board retreat. Agenda and schedule to be set by April 2026.
 - c. Brainstorm areas of focus for 2026-2029 Strategic Plan
 - d. Discussed the timeline for the new strategic plan – beginning in August 2025 and voting on the final plan in April 2026.
 - i. Groups discussed ideas for the 2026-2029 Strategic Plan key objectives – consistent themes from each group: volunteer pipeline, BEF branding/awareness and board growth.
 - ii. Ideas were also discussed about ways to re-engage alumni through sports activations, campus tours, championship commemorating bricks and other ways to build the contact lists.
 - iii. Next steps: Melissa and Rene will review ideas and streamline consistent themes. The full board will refine areas of focus for discussion at the September board meeting.
 - e. Highlights of 2025-2026 calendar of events
 - i. Purse Bingo is the next event that is in need of many volunteers.
 - ii. Board members are expected to attend or volunteer at the Gala in March 13.
 - f. Committee sign-ups
 - i. Board members are encouraged to volunteer for at least one committee.
 - ii. Co-chair is still needed for Purse Bingo.
 - g. Discussion about volunteer hours at LOIRP
 - i. 17 hours have been completed; 12 hours are committed over Labor Day weekend – more volunteers are needed to meet the requirement for use of the Binford Pavillion.
 - ii. Discussion about continuing to use Binford Pavillion for event space; board is open to exploring other options in or near Hendricks County.
- VI. Evaluation Matters- Melissa Middleton
 - a. Portions of the Welcome to the Board packet were reviewed. It is noted that board members should bring this packet to each meeting.
 - b. Review of the legal obligations of leadership and oversight: compliance, care and loyalty.
 - c. Emphasis on the expectation of a financial commitment from each board member to BEF.
 - d. Board members reviewed and signed attestation of board paperwork
- VII. Announcements
 - a. Discussion of board meeting time
 - i. Agreed to keep the board meeting start time at 6 p.m.
 - b. Board mentor assignments were made.
 - c. Distribution of cards to share with community members were reviewed.
- VIII. Incomplete and New Discussions – Melissa Middleton
 - a. No incomplete or new discussions
- IX. Current Sign-Ups
 - a. Volunteer hours at LOIRP for US Nationals: August 27 – September 1, 2025
 - b. Drive 4 UR School: September 10, 2025, 1-5 p.m.
 - c. Homecoming Tailgate: September 19, 2025, 5-7 p.m.
 - d. Designer Purse Bing: October 2, 2025, 5-10 p.m.
 - e. Log Cabin Community Day: October 4, 2025, 10 a.m. – noon

- f. Noted that volunteers do not have to live in Brownsburg, although there are some age requirements in some situations.
- X. Adjournment at 8:33 p.m.
 - a. Motion: Mo Balogun, Seconded: Devon Nelson. Approved unanimously.

Respectfully submitted,

Dana Thomas

8/19/2025