

**Brownsburg Education Foundation
Board of Directors Meeting Minutes
Monday, May 15, 2023**

Present: Tara Casey, Lindsey Catellier, Katie Dixon, Tarah Fettig, Kris Grant, Kevin Hall, Jamie Hall, Melanie Harris, Melissa Middleton, Brian Petraits, Paul Shaffer, Alicia Smith, Jim Snapp, Rene Behrend

Judi Adams, Abby Hall, Heather Jones, Emma Leary, Joy Rose, Haley Sharar, Shannon Walmoth

Absent: Tiffany Dearman, Beth Grant, Frank Knez, Ryan Morrison, Amanda Wright

Alyssa DePriest, Angela Kreitzer, Meggen Lepper

Meeting began at 6:07 PM. Brian thanked everyone for coming.

- Mission Moments
 - "Run of the Mill" - The Robotics Team was having to use businesses in the community to machine and mill parts they needed. BEF has provided them with the equipment they need to be able to machine and mill parts they need in-house.
 - The Middle Schools did a Black History Scavenger Hunt and Cultural Fair that went well. Students did posters and shared information that they learned.
- Minutes from the January 17, 2023 meeting were approved with a motion from Dr. Snapp and a second from Lindsay Catellier. Approval of minutes were passed unanimously.
- Treasurer's Report - Kevin Hall
 - Jake has left LPL which was in charge of our endowment. He has moved to a new wealth management firm, RBC. We will consider both companies.
- Snapp Chat
 - Few rough moments at the end of the year that were highly publicized. If you happen to interact with any faculty, please be encouraging. As we all know, the overwhelming majority of Brownsburg educators/staff are kind, professional and competent. They are working on being transparent with the community/parents. Also working on filling positions. The search for the high school principal is ongoing. Scott Chambers is leaving Reagan Elementary after 12 years for a position at Klds Count.
- Committee Reports (attached)
 - Gala - shout out to the whole committee and everyone who helped, was a huge success.

- Golf Outing - coming up soon. Still need volunteers.
- Grants - will talk about later.
- Director's Report (attached)
No questions.
- Board Development - Alicia Smith
We had ten responses to the Board survey. The results will be attached to the minutes. We have an opportunity to understand our larger purpose and bring in people from diverse backgrounds. What gaps do we have?
Did anyone hear positives or needs?
How do people see our events?
 - School calendar, possibly?
 - Homeowner's associations
 - Local businesses sign boards
 - Sign boards outside Town Hall and Arbuckle

Old Business:

- Strategic Plan including board structure and governance - evaluating each of our events to make sure they are aligned with our mission.
Kevin Hall made a motion to approve the strategic plan and Dr. Snapp seconded it. 2023 - 2026 Strategic Plan passed unanimously.
- INAPEF - Rene felt it was very helpful. They got the idea to do the signs for the scholarship winners from a school there.
- Part-Time Development Director starts Aug. 1 - Katrin Tabellion.
- We still have volunteer hours due at IRP. We need everyone to volunteer, need 40 hours total.

New Business:

- We need to recruit new board members. We are losing 5 members this year.
- Brian Petraits made a motion to approve the applications of three new Board members. Melanie seconded. No objections, three board members are approved unanimously. Alicia will reach out to them via phone to welcome.
- Currently the Board application is open from April 1st to May 15th. Suggestion to make it available all the time.
- Should we talk more about Board membership at the Gala?
- Our strategic plan does address board membership.
- Board officers will be voted on this week via email. Tara Casey made a motion to move Brian Petraits to his 7th year

as Past President. Kevin seconds. It was unanimously passed for Brian to serve a 7th year on the BEF board.

- InCredible Award recipients and District Excellence award recipients discussed. Still interested in guiding teachers to fill out the applications. The new InCredible grants require lots of collaboration. Lindsay Catellier moves to fund the grants, Brian Petraits seconds. InCredible Award and DEA grants chosen and recommended by the grant committee are unanimously approved.
- Outgoing Board Members:
 - Tiffany Dearman
 - Kris Grant
 - Frank Knez
 - Paul Shaffer
 - Amanda Wright
- Please sign Retirement Cards for BCSC faculty.
- July 31st is the date for the Staff Breakfast this year. It begins at 7am. Email or text Rene if you would like to help that morning.
- Sign-ups are live for the Golf Outing.

Meeting was adjourned at 7:10pm.

Respectfully submitted,

Melanie Harris

6/7/2023

**BEF Committee Reports
May 15, 2023 Board Meeting**

Gala Committee
Grant Committee
Scholarship Committee
Gold Outing Committee
Graduate Walk Committee
Purse Bingo Committee

Gala Committee
No report submitted.

Grant Committee
Submitted by Paul Shaffer

Chair: Paul Shaffer

Co-Chair: Ryan Morrison

Members: Beth Grant, Tiffany Dearman, Lindsey Catellier, Lori Medjeski and Chris Floyd.

The committee met to review the InCredible Award and the District Excellence Award applications on Thursday April 27, 2023. The total budget for both programs was \$65,000.00.

BEF received 8 InCredible Award grant requests totaling \$24,827.87. The committee used a rubric to evaluate the grant applications. The committee recommended awarding \$15,763.93 in InCredible Award grants for 2023.

BEF received 27 District Excellence Award grant applications totaling \$77,622.05. The committee reviewed each application with careful consideration of each application's request for first, second and third choices. The committee recommended awarding \$49,236.07 in District Excellence Award grants for 2023.

This was the first year for the new process of reviewing both grant programs at the same time. Overall, it went well. The committee had some suggestions on the DEA applications for future years regarding first, second, and third choices being scaled versions of the same ask rather than completely different asks for their three choices.

Scholarship Committee

The Scholarship Committee met on March 1, 2023 to consider scholarship applications. BEF awarded 53 scholarships totaling \$59,000. Thank you to the committee members for putting in work prior to our meeting to read essays. We used the new platform, Kaleidoscope, that allowed us easier access to applications and electronic scoring. We are continuing to look at how to better utilize the software to make it more efficient for committee use going forward. Scholarship were presented on Senior Awards Night which took place on Tuesday, April 25th at 7:00 p.m. New this year, while students were in the awards ceremony, BEF board members and volunteers put CONGRATULATIONS signs in their yards. Hopefully, you have seen a few while driving through town, and they will provide additional awareness of BEF and our impact.



Golf Outing Committee

Submitted by Kris Grant

BEF Board,

Plans continue for the BEF Golf Outing which will take place on Friday, June 9th at West Chase. This is a great opportunity to golf yourself or share the

opportunity with the golf specialist in your network to assemble a team of 4 individuals who may be interested in furthering the mission of the foundation. Corporate/sponsor sales are going well at this time, but there is still room for anyone else who is interested. We would welcome any extra volunteers this year. Volunteer sign-ups will come out via email in the near future so be on the lookout. Volunteering can be done in shifts, and everything should be concluded by mid-afternoon. The golf outing is a great morning of raising funds for BEF. Please let any of us know if you have any questions.

Thanks,

Kris

Graduate Walk Committee

Submitted by Tara Casey

	# Bricks Sold	Amount Raised
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

Purse Bingo Committee

Submitted by Alicia Smith

Purse Bingo is set for Tuesday, September 26th at the Top Eliminator Club. This is a change in date and venue for the 2023 calendar year. The location change was to accommodate more people; last year's event had 270 participants with a waitlist of 100+ people. This year the committee will target 500 individuals for the event. The gaming license has been submitted and most all purses have been purchased. Official tickets will go on sale roughly mid-August. Ticket prices will not increase and remain at \$40 per ticket with tables at \$240. The committee continues to meet monthly and all aspects are on schedule with no issues.

**Director's Report
May 15, 2023**

Professional Development

DATE	EVENT	SPONSORED BY	COST	PAID FOR BY
1/23/2023	INAPEF Board Meeting	INAPEF	\$0	n/a
2/21/2023	Compensation Webinar	Hedges	\$0	n/a
3/1/2023	INAPEF Regional Meeting	INAPEF	\$25	BEF
4/12/2023	Events That Keep Donors Talking Webinar	Network for Good	\$0	n/a

Community Outreach

DATE	EVENT
1/18/2023	Brownsburg Chamber Lunch - attend
1/30/2023	Met with new sponsor Dr. Mark and Amanda Vaughn
2/15/2023	Meeting with Jeff Thompson at Statehouse re: ed. foundation tax credits
2/22/2023	Ribbon cutting at The Oaks of Brownsburg
2/23/2023	BCSC Women's Leadership Luncheon
2/24/2023	Ribbon cutting at Crumbl Cookie
3/23/2023	AM Connect - attend
4/16/2023	Weichert Realtors Appreciation Event

2023 Sponsorship

- \$143,690 committed for 2023 so far (\$134,550 committed at this point in 2022, so we are ahead of last year)
Increases: LeBlanc Nettles Law, IU Health West, Swartout Dental, Ice Miller, Context LLC, First Merchants, Indiana Members Credit Union, Mowery Heating and Cooling, RE Dimond, Hometown Insurance, American Marble and Tile
- New: Vaughn Orthodontics, Divot Golf Factory

Grants

- Received \$2,500 grant from Duke Energy for the outdoor play area at the Early Childhood Center
- Applied for McGuffin Grant (denied), Waste Management Grant (denied), Family Dollar Grant (have not heard back)

Log Cabin Camp

- Two weeks this year (June 12th – 15th and June 19th – 22nd)
- Cost per student is \$150 for the week.

- Camp will be limited to 20 exiting 3rd through 5th grade students per session
- Currently have 27 of 40 slots filled
- Financials:

INCOME	
27 students @ \$150 each	\$4,050.00
TOTAL INCOME	\$4,050.00
EXPENSES	
2 teachers @ \$400 each X 2 weeks	\$1,600.00
College student helper (\$300 X 2 weeks)	\$600.00
Supplies (\$150 X 2 weeks)	\$300.00
TOTAL EXPENSES	\$2,500.00
NET INCOME	\$1,550.00

*potential for up to \$1,950 more revenue if we reach maximum capacity of students