

Full Board Meeting Date/Time: November 14, 2022

President: Call to order (time):

Action Items:

- Discussed in Executive Board and presented as an information item prior to action
- Must have quorum present to vote on Action Items-verified by Secretary

1. Approve Financial Reports (Heather Anderson)
2. Approve Minutes from Prior Meeting(s) (Kaye Gilbert)
3. SPED Jackets (Heather Anderson)
4. Bookkeeping Process (Denise Clifton)
5. Investment Committee (Denise Clifton)

Information Items: (Discussed in Executive Board prior to being listed as information item)

1. Committee Reports: Finance, Fundraising, Marketing, Nominations
2. Golf Spreadsheet (Heather Anderson)
3. Information Item: Spirit Nights (Loraine Whitley)
4. Information Item: Lone Star Park (Committee Chair)
5. Information Item: Audit/Moving Forward (Denise Clifton)
6. Community Partners Update: (Kaye Gilbert-Martha Wright & Geneva Rideaux, co-chairs)
7. Reminder: Committees to keep minutes (Loraine Whitley)
8. Other Business: Strategic Planning

Review of Calendar/Upcoming Dates:

- November 17: Raising Cane's @ HWY 161 Spirit Night 11:00am-10:00pm
- January 9: Executive Board @ Ruthie Jackson 5:00pm
- January 23: Full Board @ Education Center 5:00pm
- January 26: Panda Express @ HWY 161 Spirit Night 10:30am-9:30pm
- February 15: Chipotle @ S. Carrier Spirit Night 4:00pm-8:00pm
- March 4: The Experience @ Dubiski 9:00am-12:00pm
- March 6: Executive Board @ Ruthie Jackson 5:00pm
- March 20: Full Board @ Education Center 5:00pm
- March 30: Panda Express @ HWY 161 Spirit Night 10:30am-9:30pm
- May 1: Executive Board @ Ruthie Jackson 5:00pm
- May 5: Panera @ S. Carrier Spirit Night 4:00pm-8:00pm
- May 15: Full Board @ Education Center 5:00pm
- July TBD

President: Adjourn (time):

Any e-vote done during the month to be noted on the minutes prior to approval of minutes:

Updated 10/2022

GPISD EDUCATION FOUNDATION SIGN IN SHEET
MEETING DATE: November 14, 2022

ANDERSON, HEATHER

Heather Anderson

AWE, DAVID

BICKNELL, JANELLE DR.

CHANDLER, KARLA

Karla Chandler

CLEMSON, JORJA

CLIFTON, DENISE

Denise Clifton

DYER, TARA

Tara Dyer

DOMINGUEZ-SANTINI, MARY

Zoom

ELLIS, LINDA (EX OFFICIO)

L Wilson

FISHER, LINDSEY

L Fisher

GIESSNER, ANGELA

Angela Giessner

GILBERT, KAYE

Kaye Gilbert

INOCENCIO, DAWN

JONES, LARRY

LILES, EMILY

Emily Liles

LOPEZ, EDWARD

PONZIO, BERNIE

Bernie Ponzio

RIDEAUX, GENEVA

Zoom

ROSS, JUSTIN

Zoom

WATSON, LESTA

Zoom

WRIGHT, MARTHA

Martha Wright

Joraine Whitley
Teri Wilson

GPISD Education Foundation

Full Board Meeting Minutes

November 14, 2022

Meeting called to order by President Kaye Gilbert at 5:03 p.m. A quorum was established, with 13 members present at the GPISD Education Center

Members present in person and by zoom: Kaye Gilbert, Bernie Ponzio, Karla Chandler, Denise Clifton, Heather Anderson, Tara Dyer, Angela Giessner, Mary Dominguez-Santini, Justin Ross, Emily Liles, Martha Wright, Lesta Watson, Lindsay Fisher, and District Liaison, Loraine Whitley

Action Items

1. Treasurer's Report presented by Heather Anderson:

- Investment Account \$645,884.07
- Checking account \$111,016.30
- Available balance \$88,232.07

Motion made by Martha Wright to accept the Treasurer's report as printed, seconded by Angela Giessner. No Discussion. Motion passed 11-0, with 2 members abstaining.

2. Minutes presented as printed for review

Motion made by Denise Clifton to approve the minutes as printed; seconded by Lindsay Fisher. No discussion. Motion passed 13-0

3. Motion made by Heather Anderson to amend the budget as follows: Line item for "Learning Experiences" will be reduced to \$12,000 and a new line item for "Special Education Letter Jackets" will be added for \$3,000.

Motion made by Emily Liles to approve the budget change as stated; seconded by Denise Clifton. No discussion. Motion passed 13-0

4. Bookkeeping process, audit and procedure presented by Denise Clifton

Heather Anderson, Treasurer, will use Quick Books for our accounting procedures and ledger for the organization. Emily Liles will review and reconcile the account on a monthly basis. The goal is to help expedite and improve the Audit process moving forward. Information item: Current audit to be completed by end of the week and Form 990 filed in accordance with deadline.

Motion made by Martha Wright to approve the bookkeeping process as stated; seconded by Lindsay Fisher. Motion passed 13-0

5. Update for Investment Committee members presented by Denise Clifton

The Investment Committee membership needs to be revised, with three members to meet quarterly with our Advisor and review our investments. Current committee consists of President, Treasurer, and Board member of the organization.

Motion made by Bernie Ponzio to revise the committee members as follows: Kaye Gilbert, President, and Martha Wright, Board member. Heather will remain on the committee as Treasurer. Motion passed 11-0, with Denise Clifton and Lindsay Fisher abstaining.

Information Items

1. Bernie Ponzio gave a report from the Fundraising Committee. She encouraged members to reach out to anyone on the committee with ideas for any Spring fundraisers for 2023. The committee has decided not to move forward with an event at Lone Star Park. Also, a report on the Golf Tournament was presented by Heather Anderson, with anticipated proceeds of \$25,522.40.
2. Loraine Whitley gave a report of Spirit Nights scheduled with several restaurants, with a percentage of the proceeds going to the Education Foundation. Dates will be posted on the website and Facebook page.
3. Denise Clifton reported that the audit is to be complete by the end of the week, as well as the Form 990. The reports will be posted on the website.
4. A Community Partner Committee is being established to coordinate and encourage volunteers to help with Foundation projects. Kaye Gilbert will be meeting with Martha Wright and Geneva Rideaux, who have expressed an interest in helping with the new committee.
5. The Nominating Committee will be meeting to discuss nominations for current open Board positions.
6. Committee Chairs are requested to provide a short description of their meetings which will be included in the Foundation records.
7. Kaye Gilbert has suggested that the Foundation look at establishing a Strategic Plan, to aide in planning goals and establishing a long term plan of work for the Foundation in the future. More information will be researched and brought back to the Board.

Meeting was adjourned at 6:03 p.m. by President, Kaye Gilbert.

Respectfully submitted:

Karla Chandler, Corresponding Secretary