

Tanque Verde Schools Educational Enrichment Foundation Board Meeting

September 20, 2016

Location - Tanque Verde School District Conference Room

In attendance: Elizabeth Spilotro, Todd Kowalski, Susan Fry, Jamin Collins, Carrie Radomsky, Vieri Tenuta, Jim Drexler, Dawn Head, Erica Reid

President Todd Kowalski called the meeting to order at 7:11 pm.

1. Old Business

- a. Todd Kowalski discussed the Endowment Transfer and the need to identify what the amount is at the end of the year (looks at the average balance at the end of previous 3 years).

2. New Business

- a. Todd Kowalski asked for approval of the board meeting minutes from August 23, 2016. Elizabeth Spilotro moved to approve the minutes. Vieri Tenuta seconded the motion. All in attendance were in favor.
- b. Treasurer's Report:
 - i. Todd Kowalski presented the Treasurer's Report. As of September 20, 2016, there is \$9,407.71 in Chase Checking and \$1,013.51 in Chase Savings accounts. There was \$0 income and expenses were \$251.75. Mr. Kowalski mentioned that he has a check for \$300 from the Kendra Scott fundraiser and also that he sold 5 tickets @\$100 ea for the Mustang Car Raffle. He also stated that there has been no progress on the outstanding grants. Elizabeth Spilotro made a motion to approve the P & L report, Vieri Tenuta seconded the motion. All in attendance were in favor.
- c. 2016-2017 Board Members - Regarding Claire Place's election to the 2016-2017 TVSEEF board - Mrs. Place determined that her new seat on the board is a conflict of interest since she has a high level administration role within the district. She will resign from the board, but still participate with an advisory role and not be a voting member.
- d. Tanque Verde Unified School District E-Store - Elizabeth Spilotro explained that the district on-line store started 4 years ago under a different district finance director than who we have now. Several organizations within the district have been "over-using" the store and it is becoming too taxing for the district to maintain the store. Mrs. Spilotro stated that it is ok to keep the Tech Trek and Taste of Tanque Verde on line store as is on the district web site. Vieri Tenuta stated that we can set up TVSEEF's own store, although it is nice that the store is already on the district website along with the other 'stores'. Susan Fry said she has not heard if there are any complaints from the school board about the e-store. Mr. Tenuta stated that that it would be easy to set up our own store - would need to get a e-commerce plug in and set up through PayPal with its own URL. Elizabeth Spilotro suggested doing a Square Store. Mrs.

Spilotro and Mr. Tenuta will tinker around with this e-store possibility. Todd Kowalski stated that we are not a hurry to do this, and he will add this subject to old business for the October board meeting.

- e. Grant Process Review - Todd Kowalski passed around handouts submitted by Emily Mann on revising the Grant Application process. Mr. Kowalski questioned why the revising of the application/review process. Elizabeth Spilotro stated that we need to be more disciplined in the procedure and to thoughtfully allot the money for the grants. It needs to be goal oriented in order to move the district forward. Mr. Kowalski stated that the Academic Grant rubric is too technical, but said that the Student Life rubric can be implemented as is. Susan Fry stated that during a more grant competitive year, the grading rubric would be very helpful. Some areas need comment sections, but the rubric is good so that the requestors know what TVSEEF is looking for. Mrs. Fry also stated that simple is key, but requestors need to submit a grant application. Jamin Collins stated that some requestors may have fear if they have not submitted a grant request before and that the requestors need to know that they won't be judged on how they present their grant. Todd Kowalski stated that he would like to have the rubric. Vieri Tenuta suggested that we have a separate meeting to look over the grant process. Elizabeth Spilotro stated the need for prioritizing and adopting the rubric this year and will put together a separate meeting to go over the rubric, to include Susan Fry, Jamin Collins and Barbara Drummond. Susan Fry stated that the rubric can be condensed and not so intimidating.
- f. Tech Trek - Todd Kowalski stated that we need to set a date for this event in 2017. He said that it's usually always the Saturday before Superbowl, but next year this date (1-28-17) conflicts with Powwow, already scheduled at ACES. Elizabeth Spilotro stated that the event must be at ACES because the 10K race is approved and certified. Jamie Collins suggested to have the event at Tanque Verde Elementary School and have the run through the 49ers, so that we can include more TVES families. Mrs. Spilotro said that 2017 is the last year the ACES 10K is certified, and must be renewed. The course needs to be re-certified anyway, whether it's at ACES or somewhere else. She stated that there are very few official 'certifiers' in the state of Arizona. Mrs. Spilotro stated that Saturday, Feb. 4 is a possibility. She is not keen on holding it on a Sunday because of district family's religious obligations. She stated that we can wait until the October board meeting to decide and will check to see if there are other races, events and district activities that day.

- g. Taste of Tanque Verde - Elizabeth Spilotro stated that she met with Lisa Defalco, who has volunteered to be the restaurant recruiter for Taste of TV. Todd Kowalski and Elizabeth Spilotro stated that they are working on obtaining D & O (Directors and Officers) insurance as well as getting a Special Event insurance policy.
Mrs. Spilotro stated that the 49ers will run and operate the entire bar at the 2017 Taste and give TVSEEF 30% of the sales. She also said that we can possibly increase the wine tasting element to the event.
- h. Other - Jim Drexler stated that Peter Livingston resigned from the TVUSD School Board and is moving to California. Mr. Drexler thanked Mr. Livingston on behalf of the TVSEEF Board. Mr. Livingston is working on donating a color printer to TVSEEF.

Todd Kowalski made a motion to adjourn the meeting at 8:11 pm.

Next TVSEEF Board Meeting - Tuesday, October 18, 2016, 7 pm, Tanque Verde School District Conference Room

Minutes respectfully submitted by
Erica Reid
TVSEEF Board Secretary 2016-2017