

Hardin Valley Academy Foundation, Inc.

Meeting Minutes

October 5, 2015 (Meeting #30)



Members Present: Gary Rowcliffe, Sallee Reynolds, Sage Kohler, Maureen Cianciolo, Michelle Weller, Nancy Henninger.

Call to order: Meeting was called to order at 6:04 pm by Gary Rowcliffe.

Secretary Report: The minutes from the September 8, 2015 meeting were approved as presented. The minutes will be saved to the Google drive and the hardinvalleyacademyfoundation.org website. Names of those families which contributed to the Foundation through the 1st day of school packets were collected. Thank you notes will be written this month.

Treasurer Report: Financials were presented through Sept. 30, 2015. Points of note: bank service fees of \$17/month were erroneously collected for the 4 previous months and a bank credit of \$68 was posted on 9/1/15 to correct the problem, donations from two more HVA families were processed, and a grant from the Town of Farragut was received in the amount of \$10K. The Foundation greatly appreciates the generosity of the Town of Farragut again this year. The treasurer's report (presented below) was approved unanimously.

Bank account balances thru September 30, 2015:

- July 30, 2015 HVAF **Checking** Balance \$10,208.28
- Aug. 31, 2015 HVAF **Checking** Balance \$7,230.18
- Sept. 30, 2015 HVAF **Checking** Balance \$17,815.07

- July 30, 2015 HVAF **Restricted** Account Balance \$10,014.08
- Aug. 31, 2015 HVAF **Restricted** Account Balance \$10,014.92
- Sept. 30, 2015 HVAF **Restricted** Account Balance \$10,015.33

- July 30, 2015 HVAF **Rathfoot Restricted** Account Balance \$870.22
- Aug. 31, 2015 HVAF **Rathfoot Restricted** Account Balance \$853.22
- Sept. 30, 2015 HVAF **Rathfoot Restricted** Account Balance \$904.22

Grant Committee: All information concerning the ongoing grant applications will be kept in a database available to the entire committee on our Google drive. Writers will work at their own pace. Several grants are underway now. It is time to time to bring the "stage improvements" project back to the forefront as the need is immediate. The plan is to resubmit that grant (6 months have passed since the previous submission). Gary, K. Mountain, and N. Henninger are working on the Chromebook grant. We recently received a \$2000 grant from Dollar General. The Foundation greatly appreciates their generosity.

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Bequest and Awards Committee: The following requests/awards were discussed:

1. Brooke Cunningham requests funds to attend and present at the Tennessee Council of Teachers of English Conference held Sept. 18-19 at the Scarritt Bennett Center in Nashville.
 - The Foundation board **voted to approve \$148.20 which includes \$25 conference fee, \$50 lodging and \$73.20 for one day of a substitute teacher.**
2. Stephanie Crichton, Allison Harris, and Amanda Wash request funds to attend the National High School Journalism Convention in Orlando, FL on Nov. 12-15, 2015. In addition to attending sessions, Mrs. Crichton will be taking the national exam to become a certified journalism educator. Room charges will be covered by student fees.
 - The Foundation board **voted to approve \$605 total including \$270 in registration fees (\$90 each), and \$335 for 1.5 substitute teachers for 3 days (they will be sharing subs).**
3. The HVA Library Media Specialists request funds for a book return box that would be located outside the library door. This box will allow students to drop off books even when library is closed due to testing, teacher meetings, etc. Two boxes were identified as possibilities: one priced at \$1962.80 which includes a spring-loaded interior shelf and a second at \$741.78.
 - The Foundation board **decided to table this request until the November meeting** and in the meantime follow up with other lower cost options. Maureen will talk with Susan Perry to see if there may be an Eagle Scout interested in building a box. Gary will talk with Knox County library to see if they can purchase a book drop box at lower cost. Sallee will follow up with the teachers at Byington-Solway to see if it would be possible to build a book box in one of the woodworking classes.

Summary of Bequests and Awards by funding category approved at this 10-5-2015 meeting:

1. \$148.20 – professional development
2. \$605.00 – professional development
3. Not approved

Development Committee: Discussed the possibility of combining this committee with the Grant committee as they serve a similar purpose. We will look at this again toward the end of the year.

Capital Campaign Committee: Raised \$225 total from our “first day of school” request. Discusses the possibility of doing a bulk mailing as a fundraiser. Approximate cost for bulk mailing is \$500. Our next fundraising opportunity will be centered on “Giving Tuesday” (December 1, 2015). Leading up to Giving Tuesday we will craft an email message to go out to all parents around Nov. 1 requesting that they save the date of Dec. 1 for a Giving Tuesday donation to the Foundation. Maureen will write a blog to go out on the Network 4 Good twitter feed. Maureen will request personal stories from a couple of HVA teachers to incorporate into the blog and/or post on website news section.

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Event Planning Committee: This ad hoc committee met for the first time this month. The goal of this effort is to plan an event that will both thank our current donors **and** raise awareness of the HVA Foundation within the Hardin Valley community. Current plan is to keep this year's event simple and fun. Will look into hosting a beer tasting event at one of the local beer stores (check with Casual Pint first). Plan is to invite all HVAF donors, volunteers, HVA staff, PTSA board, and HVAAC board and other involved families. Small fee to attend will cover costs and auction items may be found to add interest and the potential for donations. Tentatively plan for an early Spring date.

Old Business: None.

New Business: None.

Next Meeting: Our next meeting will be Monday, November 9, 2015 at 6:00 pm.

Respectfully submitted,

Maureen Cianciolo
(HVAF Secretary)