

Hardin Valley Academy Foundation, Inc.

Meeting Minutes

Oct. 25, 2018 (Meeting #61)



Members Present: Kevin Crateau, Sallee Reynolds, Kristen Aycocock, Maureen Cianciolo, Christy McCord, Sage Kohler.

Call to Order: Meeting was called to order at 5:25 pm by Kevin Crateau.

Secretary Report: A motion was made to approve the minutes from the Sept. 13, 2018 meeting. Motion passed unanimously. Approved meeting minutes will be stored on the Google drive and the Foundation website.

Treasurer Report: The treasurer's report through Sept. 30, 2018 was presented. Financial statements were reviewed and will be filed for audit. Bank balances were presented (see below).

- ◇ July 31, 2018 HVAF **Checking** balance \$ 16,514.21 (SouthEast - 3 sub accts)
- ◇ Aug. 31, 2018 HVAF **Checking** balance \$ 15,696.42 (SouthEast - 3 sub accts)
- ◇ Sept. 30, 2018 HVAF **Checking** balance \$ 13,197.92 (SouthEast - 3 sub accts)

- ◇ July 31, 2018 HVAF Restricted Account balance \$2519.46
- ◇ Aug. 31, 2018 HVAF Restricted Account balance \$2519.46
- ◇ Sept. 30, 2018 HVAF Restricted Account balance \$2519.46

- ◇ July 31, 2018 HVAF RoHAWKtics Account balance \$13,126.39
- ◇ Aug. 31, 2018 HVAF RoHAWKtics Account balance \$12,988.45
- ◇ Sept. 30, 2018 HVAF RoHAWKtics Account balance \$12,955.64

- ◇ July 31, 2018 HVAF Band Fund balance \$610.42
- ◇ Aug. 31, 2018 HVAF Band Fund balance \$610.42
- ◇ Sept 30, 2018 HVAF Band Fund balance \$5010.42

- One year remaining on BLPA scholarship through First Tennessee Bank. Sallee will write up scholarship award history/facts. Kevin will discuss potential scholarship sponsorship with local banks.
- Final shipping/fees for RealityWorks babies were \$236. Kristen will check into specifics of charges to verify.
- Young Shim receipts totaled \$579 instead of \$575. Unanimous vote to approve reimbursement at higher amount.
- Sage will verify State Farm donations (\$500 for service hours and \$1000 for match of 10-year gala donation).

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- Maureen will verify that a “notes” section is present in the PayPal donation process for donors to identify Foundation, RoHawktics, Band, etc.
- Maureen will send Google document list of donors to Kristen.

Bequest & Awards Committee – The following award was discussed at this meeting and voted upon:

- Allison Harris requests funding to purchase a dedicated laptop cart and 36 Dell notebook computers for use in the Journalism program. The total cost of cart (\$742) and computers (\$21,538.80) is \$22,280.80.
 - The Foundation board members **voted to deny this request due to monetary constraints.**

Grant Committee: No report.

New Business:

- Merchandise website update – Website is hvafshop.org. The first order was completed by Kevin and was relatively easy. Suggestion was made to run a beta test with teachers soon. We may want to include the ability to sell merchandise for specific events (i.e., white-out” game t-shirts).
- Foundation “to-do” list, state requirements, recurring payments – Maureen will create an excel spreadsheet (chronological) with info from the Google calendar for use by board members.
- Open discussion – Coordinate with the PTSA to fund art patio tables. Kevin will check on location of the banner with 10-year gala sponsors. Contact Amanda Wash regarding digital “thank you” to 10-year gala sponsors that we can show on the jumbotron.

Next Meeting: Our next meeting will be Thursday, Nov. 29 at 5:15 pm.

Adjournment: Meeting was adjourned at 6:10 pm.

Respectfully submitted,
Maureen Cianciolo, HVAF Secretary