

Hardin Valley Academy Foundation, Inc.

Meeting Minutes

May 8, 2018 (Meeting #56)



Members Present: Kevin Crateau, Sallee Reynolds, Sage Kohler, Suzanne Sherman, Christy McCord, Kyle McClain, Maureen Cianciolo.

Call to Order: Meeting was called to order at 6:10 pm by Kevin Crateau.

Secretary Report: The minutes from the February 27, 2018 meeting were approved as presented. Notes from April 5, 2018 were reviewed. The minutes will be stored on the Google drive and added to the Foundation website after approval. Other discussion included:

- Sage will invite Denise Douglas (works for UPS) to our next meeting to discuss possible “HVA gear store”
- Suzanne will update Award Request form to be available/fillable online. Also will add note concerning summer awards – no reimbursement if award recipient resigns position.
- There is one correction on mileage reimbursement from the April 5 meeting notes. See the Bequests & Awards section below for the correction on Ms. Guy’s mileage reimbursement.

Treasurer Report: The treasurer’s report through April 30, 2018 was presented. Financial statements dated Feb. 28, March 30, and April 30, 2018 were reviewed and approved as presented. Bank balances were presented (see below).

- ◇ Feb. 28, 2018 HVAF **Checking** balance \$15,415.61 (SouthEast - 3 sub accts)
- ◇ Mar. 31, 2018 HVAF **Checking** balance \$24,524.31 (SouthEast - 3 sub accts)
- ◇ Apr. 30, 2018 HVAF **Checking** balance \$19,270.20 (SouthEast - 3 sub accts)

- ◇ Feb. 28, 2018 HVAF Restricted Account balance \$5,019.46
- ◇ Mar. 31, 2018 HVAF Restricted Account balance \$5,019.46
- ◇ Apr. 30, 2018 HVAF Restricted Account balance \$5,019.46

- ◇ Feb. 28, 2018 HVAF RoHAWKtics Account balance \$25,737.60
- ◇ Mar. 31, 2018 HVAF RoHAWKtics Account balance \$16,886.84
- ◇ Apr. 30, 2018 HVAF RoHAWKtics Account balance \$14,477.92

- ◇ Feb. 28, 2018 HVAF Band Fund balance \$18,078.76
- ◇ Mar. 31, 2018 HVAF Band Fund balance \$18,578.76
- ◇ Apr. 30, 2018 HVAF Band Fund balance \$18,578.76

- Thank you to Kristin for the additional work to track 10-year celebration deposits and expenses!

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- \$500 was deposited mistakenly to Band Fund for repayment of 10-year celebration band. (The check was marked “band” on the memo line.) Accounts will be updated to remove \$500 from Band account and apply the deposit to the Foundation account.
- \$500 check from State Farm has just arrived. It is a special donation in recognition of the significant hours that Sage spent organizing the 10-year celebration. Thank you Sage for applying for this additional grant!
- A motion was made/seconded to add Mr. John Tilson (representing the RoHawktics club) to the SouthEast bank signature card so that he is able to have a debit card in his name for RoHawktics purchases. The motion was approved unanimously. Kevin will take care of ensuring that the signature cards are updated to reflect the addition of Mr. Tilson.

Grant Committee – No report.

Bequest & Awards Committee - The following awards were discussed at the April meeting and approved by email afterward. No new requests were presented.

- Amanda Brown and Vivian West request funding to attend the Advanced Placement Summer Institute for AP Computer Science A and AP Computer Science Principles.
 - The Foundation board members **voted (via email) to approve a maximum of \$605.60 which includes: \$285.60 for mileage (2 people at \$0.34/mile for 420 miles) and up to \$320 for meals (with receipts) for two people for four days at \$40/day. Mileage was corrected to \$294 using the correct rate of \$0.35/mile (July 12, 2018)**
- James Sternberg requests funding to purchase the “Starry Night Podium” program to enhance astronomy classroom presentations.
 - The Foundation board members **voted (via email) to approve a maximum of \$400 to purchase the Starry Night Podium computer program.**
- Andrea Guy requests funding to attend The Mount Vernon Summer Teacher’s Institute and the Gilder Lehrman Summer Teacher’s Institute on the Civil Rights movement in Memphis, TN.
 - The Foundation board members **voted (via email) to approve a maximum of \$735.30 which includes: \$615.30 for mileage (\$0.35/mile for 980 miles to Mount Vernon and 778 miles to Memphis) and up to \$120 for one night hotel.**
- Dana Sherrell requests funding to purchase the Teacher Cadet curriculum/program and attend the online training for the program offered through GoTo meeting. The Teacher Cadet curriculum will enhance the “Teaching as a Profession Program” which is offered at HVA.
 - The Foundation board members **voted (via email) to approve a maximum of \$520 to cover the cost of the Experiencing Education, 11th Edition curriculum and associated online training which provides the structure for the “Teacher Cadet Program.**

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Summary of Bequests and Awards **approved** via email this month:

1. \$614 – professional development (Brown and West) (with corrected mileage)
2. \$400 – technology (Sternberg)
3. \$735.30 – professional development (Guy)
4. \$520 – technology and professional development split (Sherrell)

Special Events Committee – Discussed the possibility of a future fundraiser. Possible theme of “beer, band, and BBQ” was mentioned.

Old Business: Financials report for the 10-year “Rhapsody in Blue” event was presented. Final amount for hawk costume fundraiser is \$63.47. Thank you again to Kristin for the financial report and to Sage and Kevin for all of their effort.

New Business:

- Sticker Sales update – Sallee will bring the 2018 stickers to the senior graduation rehearsal and breakfast and sell them for \$1 each at those events. In the future (ValleyPalooza and beyond) the plan is to sell stickers for \$2 each. We will ask Ms. Douglas if this is the type of item we could sell online.
- Year-End communications about Foundation and board committees – Kevin will add a short blurb about the Foundation in the year-end school letter to parents.
- Fundraising from local companies – no update.
- Social media Foundation year in review (Funding, Technology, Facilities) – Maureen will update website; Gary will update Facebook/twitter with 2017-18 activities.
- Kyle McClain will step down from the board as his family is moving to Nashville. With appreciation for his efforts, a motion is made, seconded, and approved to accept his resignation.

Next Meeting: Our next meeting will be Thursday, June 7 at 5:00 pm.

Adjournment: Meeting was adjourned at 7:16 pm.

Respectfully submitted,
Maureen Cianciolo, HVAF Secretary