

Foundation Meeting 12/11/2012

Present: Gary Rowcliffe, Norm Templeton, Doug Shover, Sallee Reynolds, Tom Feiten, Susan Vaigneur, David Combs

The meeting was called to order at 5:35 pm.

Susan Vaigneur was introduced as the PTSA representative to the Foundation Board.

Minutes were approved as presented.

Treasurer's report:

The Foundation now has \$1.54. The bank takes \$7.50 for accounts less than \$5000. Rene is going to stop by the bank to speak with them about the nonprofit status.

Report of 501c3 status: Everything has been completed. The online questionnaire was not beneficial and therefore will be submitted through the mail with an \$850 filing fee. To submit the SSO, the 501c3 must be approved. Both documents are completed but are on hold. Gary Rowcliffe has talked with Ron Honken of the Town of Farragut which has a \$10000 check ready for us. We will send a letter with our tax ID number and submit the 501c3 number when it is approved since it is retroactive to the filing date.

Discussion about the tax letter: We will send out letters in January unless otherwise requested.

Committee Reports:

Gary Rowcliffe reported that the Webpage has been created and a tab is on the HVA site, but it is not active until we decide what needs to be on the page. Discussion ensued about putting contact information, a short bio of the committee members, the mission statement, calendar information, thank you's on the Webpage. The board members are to send Gary Rowcliffe a 3 sentence bio. Susan Vaigneur offered the etalon as a way to publicize information. It was decided to use the Hawk Head (Mr. Beak) as a symbol since it is associated with the school.

Capital Campaign Committee - Doug Shover and Gary Rowcliffe are still working. They are leaning toward a February/March rollout. They are mainly thinking of a letter campaign. The cost of the mailing will be the biggest cost of this campaign. Gary discussed a contact database that is stored in a cloud. Need to continue to investigate. PTSA will finish their donation campaign in February.

Development & Donations Committee - Tom Feiten reported that Kendall Sayers will help on this committee. Tom Feiten met with teachers and students He submitted a rough draft of the beginnings of the story. He will send another version for the admin to add to.

Committees need to continue to look for members.

The next meeting is scheduled for January 16, 2012³ at 5:30.

Meeting adjourned at 6:55 pm.

Respectfully submitted,

Sallee H. Reynolds

Sallee H. Reynolds
Acting Secretary
HVA Foundation