

Hardin Valley Academy Foundation  
Meeting Minutes  
4/17/13

Members Present: David Combs, Sallee Reynolds, Susan Vaigneur, Donna Offut, Gary Rowcliffe, Doug Shover, Rene Graves,

Meeting was called to order at 5:33 p.m.

Donna Offut was introduced as a guest.

February Meeting Minutes were approved as presented.

Treasurer Report - Rene presented the March and April treasurers report. Current balance is \$10,909.04. Rene will send in a form to the state that says we are still in business and incorporated. There will be a \$20 fee to file this. The March and April Treasurer's report was approved as presented.

Grant Committee - Donna Offut has been working on grants for the PTSA and for HVAAC. She gave her background and told how she could help us with grants. She is currently enrolled in a class dealing with grant writing. She stated that we need to go ahead and start writing grants so they will be ready to go once we get our official letter stating that the Foundation is a 501c3. She will continue to serve in the capacity of a grant writer.

Development and Donations Committee - Gary stated that Tom Feiten and his committee are ready to go; they are just waiting on a determination letter.

Bequest and Awards Committee - Sallee and David presented 7 grant requests which were discussed individually:

Andrea Guy - \$242 granted for the AP US History study guides.

Sharon Cate/Veronica Calderon-Speed - The funds are not in the bank for the World Language Lab request. The Grant Committee will look into it. This is a huge need.

Carleen Hodak - Professional Development - If she receives the scholarship for the Clarice Smith National Teacher Institute at the Smithsonian Art Museum, she will get a \$273 grant. If not and she is accepted in the program, the Foundation will fund the whole amount of \$542.00 for lodging and registration. When she returns, she will be refunded for gas and metro tickets. This amount will be approximately \$231.00.

Library - \$500 will be granted for the local history collection

Amanda Wash - A grant was requested for funds for a camera and equipment to start a broadcasting component for journalism. The

grant was not complete. She will be asked to resubmit her request since more information is needed.

Vivian West - Technology - A grant of approximately \$405.00 was approved for the purchase of 24 licenses for LanSchool software for one of the business labs.

Michael Hartman - A request for \$860 for the purchase of a mobile microscope cabinet was deferred to next time in order for Doug Shover to check with contractors to see if there might be something else available at a better price. Doug will contact Mr. Hartman.

Sallee and David will develop a ROI for for the teachers to submit after receiving a grant.

Old Business - Vivian West and a student are working on the fusion page and a facebook page. Rene discussed PayPal and the ability to add it to the Webpage so businesses and individuals can donate to the Foundation online. PayPal will deduct 2.2% plus \$.30 per donation. The board voted to place PayPal on the webpage.

Sallee has talked with Christi Wade about serving on the Foundation Board.

Gary stated that a marketing brochure is being developed to benefit the Foundation, PTSA, and HVAAC.

Rene discussed Financial Software and stated that Quickbooks looks to be the best for our needs. The cost of this software is \$12.95 per month. A motion, was made and seconded to use Quickbooks. The motion was approved.

Next Meeting is May 15, 2013 at 5:30.  
Meeting adjourned at 7:04 p.m.

Respectfully submitted,

Sallee H. Reynolds  
Acting Secretary