

Hardin Valley Academy Foundation, Inc.

Meeting Minutes

Nov. 29, 2018 (Meeting #62)



Members Present: Kevin Crateau, Sallee Reynolds, Kristen Aycocock, Maureen Cianciolo, Sage Kohler, Suzanne Sherman, Kim Neuman.

Call to Order: Meeting was called to order at 5:23 pm by Kevin Crateau.

Secretary Report: A motion was made to approve the minutes from the Oct. 25, 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 Oct. 31, 2018 was presented. Financial statements were reviewed and will be filed for audit. Bank balances were presented (see below).

- ◇ 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)
- ◇ Oct. 31, 2018 HVAF **Checking** balance \$ 13,419.66 (SouthEast - 3 sub accts)

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

- ◇ Aug. 31, 2018 HVAF RoHAWKtics Account balance \$12,988.45
- ◇ Sept. 30, 2018 HVAF RoHAWKtics Account balance \$12,955.64
- ◇ Oct. 31, 2018 HVAF RoHAWKtics Account balance \$13,858.03

- ◇ Aug. 31, 2018 HVAF Band Fund balance \$610.42
- ◇ Sept. 30, 2018 HVAF Band Fund balance \$5010.42
- ◇ Oct. 31, 2018 HVAF Band Fund balance \$9260.42

- Paypal donations were deposited; Kristen verified RoHawktics donations with John Tilson.
- Discussed the possibility of using facebook to sell juice glasses for Christmas gifts.
- Additional \$236 last month to cover shipping charges for the Realityworks electronic babies.
- Sallee will follow up with Wash, Sexton, and Knapp to close out pending requests that are still on the books.

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Bequest & Awards Committee – The following awards were discussed at this meeting and voted upon:

- Anna Graham requests funding to purchase College & Career Center college admissions display materials. Displays will make college and career info more visible to students.
 - The Foundation board members **voted to fund this request for \$289.75.**
- Kerri Kissinger requests funding to attend the Future of Education Technology Conference (FETC) in Orlando, FL on January 27-30, 2019.
 - The Foundation board members **voted to approve a maximum of \$448.50 which includes: \$88.50 for flight, \$240 for lodging (3 nights), and up to \$120 for meals (3 days x \$40/day).**

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

1. \$289.75 – infrastructure (Graham)
2. \$448.50 – professional development (Kissinger)

Total of awards = \$738.25

New Business:

- Merchandise website update – Website is ***hvafshop.org***. Kevin will pick up items from the first order. The plan is to take this merchandise (gear along with 10-year celebration juice glasses) to several upcoming school events. Kevin will check into ordering scarves through Denise to have on hand at upcoming events for immediate sale. The board agreed to set aside up to \$300 to purchase the scarves.
- Foundation “to-do” list, state requirements, recurring payments – Maureen created a first draft of excel spreadsheet (chronological) with info from the Google calendar for use by board members. Kevin, Gary and Maureen will meet in January to finalize the list.
- Scholarship solicitation letter – Kevin is working on this.
- Year-end donation letter – Kevin will write up a letter requesting end-of-year donations to be sent out to HVA families by email.

Next Meeting: Our next meeting will be Thursday, January 17 at 5:15 pm.

Adjournment: Meeting was adjourned at 6:10 pm.

Respectfully submitted,
Maureen Cianciolo, HVAF Secretary