

Hardin Valley Academy Foundation, Inc.

Meeting Minutes

July 21, 2015 (Meeting #28)



Members Present: Gary Rowcliffe, Sallee Reynolds, Sage Kohler, Maureen Cianciolo, Susan Perry, Michelle Weller, Doug Shover.

Call to order: Meeting was called to order at 6:04 pm by Gary Rowcliffe.

Secretary Report: The minutes from the May 12, 2015 meeting were approved with one minor change – to replace the word “receipts” with “itemized receipts” throughout. The updated version of the minutes will be uploaded to the google drive and website. The word “itemized” will also be added to the treasurer’s request for reimbursement forms on the google drive.

Treasurer Report: Starting immediately, we plan to keep an executive summary of all three bank accounts on 1 page for ease of reading. Sage recently cleaned up files on google drive and spoke with bank to simplify account names to better coordinate with our bookkeeping. The treasurer’s report (including the following bank balances) was approved as presented.

- Bank account balances thru June 30, 2015:
 - Apr 30, 2015 HVAF **Checking** Balance \$12,385.86
 - May 31, 2015 HVAF **Checking** Balance \$11,067.28
 - June 30, 2015 HVAF **Checking** Balance \$10,208.28

 - Apr 30, 2015 HVAF **Restricted** Account Balance \$10,013.25
 - May 31, 2015 HVAF **Restricted** Account Balance \$10,013.67
 - Jun 30, 2015 HVAF **Restricted** Account Balance \$10,014.08

 - Apr 30, 2015 HVAF **Rathfoot Restricted** Account Balance \$904.22
 - May 31, 2015 HVAF **Rathfoot Restricted** Account Balance \$904.22
 - Jun 30, 2015 HVAF **Rathfoot Restricted** Account Balance \$904.22

Grant Committee: Recent interest in a nutrition-oriented grant. Gary will follow up with Donna Offutt who is currently on vacation.

Bequest and Awards Committee: No requests at this time.

Development Committee: Norm delivered our stage grant application to Mr. Kevin Clayton at the Clayton Family Foundation.

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Capital Campaign Committee: Maureen presented a fundraising letter which will be available for the July 27 Valleypalooza event and will also go out in the “first day of school” packets. Gary will speak on behalf of the Foundation during the advisory portion of the upcoming school Open House.

Representatives of all three support groups will speak (PTSA, HVAAC, and HVAF). Fall fundraising will be focused on Giving Tuesday event.

Old Business:

- Joyce York has remained on the Grant Writing committee; however we are looking for a few more people to help Donna on this committee.
- A planning committee is necessary for the Foundation “gala.” Encourage parents to sign up during Valleypalooza (July 27, 2015) to help plan this event. It will not be necessary for our parent volunteers to join the Foundation board in order to assist with the fundraising gala. Can we make contact with surrounding communities to inquire what worked/didn’t work in similar events? Touch base with David Combs to get started.

New Business:

- Question as to whether or not local businesses may be interested in participating in Valleypalooza in the future.
- School open house will be on Aug 11, 2015 this year. We plan to have a Foundation presence that evening to talk with parents.
- Gary and Maureen met with Mr. Jonathan Hayes who is interested in the Foundation and possibly helping with the gala event. Will follow up and invite him to our next meeting.

Next Meeting: Tuesday September 8, 2015 at 6:00 pm.

Respectfully submitted,

Maureen Cianciolo
(HVAF Secretary)