

Hardin Valley Academy Foundation  
Meeting Minutes  
1/16/13

The meeting was called to order at 5:35.

Members present: Gary Rowcliffe, Sallee Reynolds, Susan Vaigneur, Tom Feiten, Doug Shover, Rene Graves, David Combs, Norm Templeton

The minutes were read and approved upon making one correction. The corrected minutes will be resent by email.

Treasurers Report: The bank will no longer charge the \$7.50 for our account if it falls below \$5000. The PTSA made a donation to the Foundation for \$500.00. With that donation, the account now has \$1000.04. Rene will cut a check for \$850 for the IRS filing fee for the 501c3 application.

Standing Committee Reports:

Grant Committee: Rene Graves has a grant that she will research. Clubs and organizations that need to use the 501c3 status of the Foundation will need to inform HVAF. A form will be generated for the faculty to use. Susan Vaigneur will put information in the e-talon asking for volunteers who are interested in grant writing.

Capital Campaign Committee: Doug Shover discussed the search for databases and stated that there is really not just one out there to use. Gary Rowcliffe will talk to Vivian West about cloud databases. The committee is discussing the possibility of having student volunteers to enter information. Susan Vaigneur stated that the PTSA is presently putting together a database and HVAF is welcome to use it. Discussion ensued about HVAF, PTSA, and HVAAC combining forces to do one big capital campaign. It was also suggested that we develop a tri-fold brochure that presents the mission and vision of each of the 3 organizations. HVAF would like to hold their capital campaign in mid-February. That time frame conflicts with the PTSA. HVAF will look at shortening their campaign and putting it off until March. Doug Shover presented his images that can be used in conjunction with the campaign. David Combs will take this Vivian West to look for ways to improve the image.

Development and Donations Committee: Tom Feiten reported that he had met with Anna Graham to help create our story. Norm Templeton will contact Karen Carson and Mike Edwards to gather some additional information. The committee will polish the story and then pitch it to some smaller groups to see how it goes before putting it out to larger groups.

Rene Graves showed the website that she has started. The address is:  
<http://hvafoundation.org>. She also setup a g-mail account: [hvafoundation@gmail.com](mailto:hvafoundation@gmail.com)

Gary Rowcliffe presented a copy of the mission statement. Tom Feiten made a motion to approve the Mission Statement as printed. Doug Shover seconded the motion. It was approved.

The next meeting of HVAF is February 20, 2013 at 5:30 p.m.

Meeting adjourned at 6:45.

Respectfully submitted,

Sallee Reynolds  
HVAF Acting Secretary