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| ASDF Board Meeting | | | | |
| Minutes | | April 6, 2017 |  |  |
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| Meeting called by | Dick Button at 7:35AM | | | |
| Type of meeting | Regular Board Meeting | | | |
| Note taker | Nancy Wilt | | | |
| Attendees | Bob Sperling, Dick Button, Kurt Zwikl, John Stevens, John Hughes, Jane Marks, Tony Muir, Charlie Thiel, Susan Williams, Kelli Holzman, Vicki Newhard, Dennis Blankowitch, Debora Roberson, Marci Martinez, Nancy Wilt | | | |

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## **Agenda Topics**

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|  | Call to Order | | | Dick Button | |
| Discussion | |  | | | |
| Minutes from February meeting were approved as submitted. Marci Martinez made motion/Charlie Thiel 2nd | | | | | |
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| Conclusions | |  | | | |
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| Action items | | | Person responsible | | Deadline |
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## Treasurer Report Kelli Holzman

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|  | Consideration of Potential Board Member | Dick Button |

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| Discussion | KH indicated that we should anticipate additional funding to come in through grants (see chart submitted by Kelli: Attachment B) | | |
| EITC: BBT $ came in at end of the month; High Notes Gala came in above budgeted amount; KH gave a broad overview of budget to date as reflected in the attachment. She also indicated that some TIG cards still have not been spent down to $0. Vicki Newhard indicated that there can be challenges using the cards. | | | |
| Deb R inquired about the cost of Latin Dance: budget was $4500/cost was $10,919. VN indicated additional cost stemmed from adding Newcomer Academy | | | |
| Tony Muir | Commented that we are a bit behind on the budget and asked what programming would be lost; KH indicated that the Delaware Water Gap programming and also a streamlining of some of the renaissance programs. | | |
| Scholarship distribution: Attach C; discusses overview of performance: 11.6% return; however that is offset by last year’s economic downturn. Investment committee recommends disbursing 3% and using $630.00 tor round scholarships up to at least $100 each. Charlie T inquired about overall performance last year. Debora R asked why funds are not pulled from endowment account. KH stated money is used from stale checks and Dick B. indicated you cannot take funds from one endowment to subsidize another endowment  John Hughes inquired to whom the check is made payable. Student or Higher Education institution? The Dieruff Alum Assoc was told scholarship $ impacted financial aid.  Discussion around policy of having one year to cash the check before returned to general fund. | | | |
| Action items | | Person responsible | Deadline |
| Email reminder to teachers to use the funds allotted | | Susan Williams | End of FY |
| Follow up on how LD funds were spent | | Kelli Holzman | Next mtg |
| Motion to approve 3% and $630 rounding by Kelli | | Tony M/Kurt Zwikl motion | approved |

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|  | Committees Review: Endowment | | | Kelli Holzman | |
| Discussion | | Endowment committee met with Jeff Hurd of BBT. Funds are 70% Equities and 30% Income Generated funds | | | |
| The BBT fee is a %; however they are charging the Foundation a reduced fee. | | | | | |
| Overall the committee is pleased with the work/ services that BBT is providing to the foundation | | | | | |
| Conclusions | |  | | | |
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| Action items | | | Person responsible | | Deadline |
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|  | Executive Director Report | | | Susan Williams | |
| discussion | | SW indicated that teacher John Roylance will be an Arts Ovation honor in May. Debora R shared further information about the event, which will be held May 9th. | | | |
| SW shared that Kim Golden Benner will be leaving ASD. She shared an outline of upcoming activities through June, gave an overview of EITC and Gala work and where we stand regarding direct program support. (see handout) | | | | | |
| With regard to strategic plan: designing a questionnaire that will launch to 150 people. Deb asked to review questions prior to the launch; SW needs to square up facilitator and location for retreat. | | | | | |
| Discussion | | Playgrounds: Bob S indicated that ASD needs to maintain playgrounds; Debora stated that schools should all work with same playground company. | | | |
| Vicki N gave an update on students impacted by programming (see handout)  John Hughes asked about planetarium; wants to meet with D Wildonger & B. Sawyer about helping w/ soliciting funds  John Stevens asked if we could downsize scholarships one to school and reallocate $ to fund planetarium. Further discussion on capital VS programming and that many endowments are specifically designated. | | | | | |
| Action items | | | Person responsible | | Deadline |
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|  | Motion / proposal | | | Susan Williams | |
| Discussion | | Volunteer Reading Program: 40 volunteers to date. Tony M explained his experience and indicated it needs to be organic and teacher driven. | | | |
| Jane Marks expressed concerns that volunteers are becoming station monitors rather than what the reading program overview explains. Dennis B expressed positive aspects and reminded that it is just a pilot program and can be re-evaluated and tweaked. | | | | | |
| Tony M suggested that the proposal be reformatted and resubmitted in June. Kelli H suggested having a committee meeting with Melissa Smith to evaluate how to move forward. Debora expressed concern of staff time being used to orchestrate volunteer co-ordination. Bob S. had concerns of some of the money being used for ‘swag’. | | | | | |
| Conclusions | |  | | | |
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| Action items | | | Person responsible | | Deadline |
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|  | TIG PLanning & Programming/intern REquest | | |  | |
| discussion | | In interest of time these items were tabled for future discussion | | | |
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| Conclusions | |  | | | |
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|  | Updates | | |  | |
| Discussion | | Debora R gave an overview of Gala allocations | | | |
| Jane Marks shared that she is doing a High Marks podcasts weekly. | | | | | |
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| Conclusions | |  | | | |
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|  | Motion to adjourn | | | (did not capture time) | |
| Discussion | | Marci Martinez made motion & Nancy W 2nd | | | |
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| Conclusions | |  | | | |
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