**SunRidge Educational Foundation**

Meeting Minutes for **Tuesday**, **6-3-24**

Meeting Location: Hop Monk

Document Depository: [SEF Shared Drive (Google)](https://drive.google.com/drive/folders/1Hipagx8XI3z4CLAuuk7dJ6XFBOVHh3Ug?usp=drive_link)

**Roll Call 5:30pm-7:15pm**

**I. Establishment of Quorum**

Present: **Robert, Dale, Sarah, JJ, Brian, Beau**

Apologies: **Karina (SunRidge Director)**

Guests:

**II. Review of minutes from 4/29/24 – Minutes approved - Brian/Beau 6-0**

**III. Review of agenda – Beau/Brian 6-0**

**IV. Correspondence**

**Open Session:**

*Public notice: Audience participation is welcome and encouraged. The President will recognize those members of the audience who wish to speak and may set a time limit on each person’s remarks if necessary. Usually the President will ask the audience for their remarks after individual Board members have had an opportunity to speak.*

# **V. Business**

1. **Follow-up on Action Items**

Brian to follow up with Tina with code needed for the website to allow for easier online pledges; potential resource is Steve Loveday with the District for assistance.

**2) Fundraising, Funds and Revenue for 2023-2024**

**Grants, new or pending**

Brian submitted to Mathworks for $5,000k to support a portion of math teacher salary that is covered by the SEF, no response back yet. He also mentioned a Career Technical Education grant that would support the entirety of certain programs like woodshop and that grant deadline is December 2024 for the 2025/2026 fiscal year.

**Idea for next year:** 5% Commissions offered by Foundation for grant writing? $5000 minimum; money must go directly to Foundation (unlike Donorschoose.org which goes to teachers directly). We discussed other possible requirements.

**Action: The following motion is pending until August meeting**

**Motion**: 5% commission of $5,000+ paid to the author(s) for Foundation-approved grant writing or non-pledge donation of $50,000 upon successful fulfillment.

**Leverage 501 status in the Community - Beau**

We now have [sef@twinhillsusd.org](mailto:sef@twinhillsusd.org) as our new email. Beau needed access to the email account; now he can combine lists on Shared Drive with what he’s researched for potential opportunities, and use the email to converse with potential donors.

**Beau** can look over the summer at possibilities listed in the drive and elsewhere and has letterhead for these solicitations.

**Bank accounts update - Brian / Cheryl**

4/29 status - Brian gave a brief report on our financial status and it was positive. We have roughly $450,000 COH, with upwards of $70K in the black, budget-wise.

**Reimbursements**

Karina mentioned there are reimbursements for stringed instruments ($3900) from other California funding coming from the district soon. Brian has not yet received any funds as of 5/1.

**2nd annual move-a-thon update – Sarah / Dale**

**Dale** and **Sarah** provided an update.

~$41,300 raised for Move-A-Thon, although we don’t really know exactly how much until it gets deposited. A smashing success by any measure. One concern is its effect on pledge, and also during Dale’s busy season. We’ll look at dates in the first Fall meeting.

Ice cream (2nd,3rd, 5th and 6th) is currently being delivered to those classes, Straus did not donate ice cream.

**Motion**: Move-A-Thon proceeds were actually so high that we shifted the allocation, and $15000 was put aside into the budget for this year and the future 2-year reserve worth of ropes courses, taking us through the ‘25-’26 school year. Approved: Brian/JJ 6-0

**Next year:** Get Hippizzazz to cover Move-a-thon pizza party and The Feed Store to cover rice straw bales (medieval games, garden), we can put their logo on t-shirt. Also maybe Strauss.

**Employer-matching donations and new avenues**

Dale expressed that there is sort of a law of diminishing returns with fundraising efforts in a semi-closed circle of our school community, even though the Move-A-Thon did reach new donors. IHHO, the areas for growth in Foundation revenue lie in untapped “outside our circle” resources, like employer-matching donation programs, SCOE partnership, stock donations, new angel donors, endowments, and dedicated and targeted grant-writing.

**IDEAS for next year**: Fiona/Shawn Moise -Kaiser - employer matching funds - HR letter

**Soccer camp / bike tune-up day updates- Brian**

Soccer camp is on the back burner for the time being. Brian contacted Sports Basement; we need 50 members to get 10% of our purchases back to the school. He is looking into how to promote this.

**Auction**

**Action**: **Robert** will have a conversation with Deidre about who may be taking on auction next year. Our goal in the budget is $20,000; this year it netted ~$17,000 with some funds still coming in, but may have a few most costs as well.

There were issues with Bidding For Good this year - site is not showing “Donors” - so we’re wondering if $2000 fees are worth it.

The “5-nights/6 days” type trips are not worth running, since they are stressful - those who buy need to quickly act on it, and that’s a lot of effort, too much time to process.

Sarah still had to box up and mail some items; she did charge winning bidders 3% extra for shipping. But we were low on fulfillment help.

Deidre said no to running the auction next year. No one yet has stepped up, but perhaps someone in 3rd grade.

**Each class taking up a fundraiser**

The idea percolated (initiated by Karina, we think) that each class takes up some kind of fundraiser that we regularly do (Dine and Donate, Move-A-Thon, Falling Leaves, Auction, etc.) with the previous year’s class mentoring. We felt Karina could add more and so tabled the discussion until August.

**Pledge Program**

We discussed instituting a summer pledge match.

**Motion**: Any pledge donation made from the last week of school to June 26th will be matched, IF we meet a $20,000 threshold. Approved Brian/Dale 6-0

**3) Funding allocations for 2023-24**

**Garden**

We will continue to support the garden position for the ‘24-’25 school year. We don’t yet have a motion but will at the first meeting in August, if not sooner over email.

**Consultant for Mission/Vision Statement Work**

This work continues with the faculty.

**Westminster Woods**

We now have 2 years of reserve payments ready for Westminster Woods, through ‘25-’26.

**Garden Kitchen Aid for ‘24-’25**

**Motion**: SEF provides Garden Kitchen Aide for ‘24-’25 7 hr/week up to $3500, **Robert/JJ** 6-0.

**2024 Summer Garden Upkeep**

Motion: Approve the $2295 for this summer, proposed by Sorrel. Approved **Robert/Beau** 6-0.

**4) Communicating and promoting the SEF**

In the past, one of the foundation members made a booklet with families’ skills and areas of proficiency, and it allowed our community to connect and also pointed Foundation members in the right direction to ask for help. Dale did not have any luck finding the booklet. If we want such a resource, we’ll have to create it ourselves.

**Email**

We voted to make [sef@twinhillsusd.org](mailto:sef@twinhillsusd.org) our official email address.

**Member Conclusions**

We’ve been notified that members **Cheryl Koskela** and **Sarah Scholze** will not be returning next year. Both have been movers and shakers over the years and we have big shoes to fill.

**Stipend**

In an attempt to address the void created by Sarah and Cheryl’s concluding terms, the question of stipends for specific Foundation roles came up and was briefly discussed. A Google doc to collect ideas was created here: [The Stipend Question](https://docs.google.com/document/d/1N066A7toRBl0xfXgbsNl40Cwe8_YPrQW-hsBsVabEDE/edit) Foundation members were invited to contribute to these ideas in preparation for next year.

**Organizational Changes**

**Motion:**  Robert/JJ 6-0 to remove Cheryl from bank check writing/accounts upon her completion as a contributing member.

**Motion**: JJ/Robert 6-0 to elect **Beau** to the President position - congratulations, Beau! **Robert** has offered to work in tandem with Beau this next year.

For 2024-’25, **Dale** agrees to continue as Secretary and **Brian** agrees to continue as Treasurer, with no objections from membership.

**5) Next Meeting / New meeting times / Close**

**Monday, August 26th at 5:30pm at Library**

**Meeting called to close at 7:32 pm.**

**Tracking:**

Ways for families to sponsor/adopt a space on campus?

How to install the bought tents for Fall 2021 for shaded eating/instruction areas?

Potential members outreach: parent meetings, personal conversations (1st grade)?

Crowdfunding - ideas

Donating stock to school as an option for fundraising

Reaching out to parent meetings - what our talking points are

Bike tune-up day?

**Files in shared Google Drive:**

Minutes

Agendas

Needs Flow - when a need comes to the SEF, how should it be directed for funding?

Grant opportunities, information and deadlines

Sample grants that were funded