

Sarasota Military Academy Foundation, Inc.

BOARD OF TRUSTEES

MEETING MINUTES (VIRTUAL)

20 May, 2021

Board of Trustee Members' Attendance

Present:

Howard G. Crowell, Jr., LTG USA (Ret), Chairman
Mr. Herb Jones, Vice Chairman
Frederick M. Derr, CAPT USN (Ret), Treasurer
Mr. Anthony Baade
Thomas J. McElheny, EdD,
Mr. Rafael Robles, Executive Director

Mr. Warren P. Hudson, SMA Operating Board
Ms. Tessa Suplee, Lt Col, AF (Ret), SMA Operating Board

Absent: Ms. Alexandra Quarles

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-MAJ Steve Kok, Director of Finance

Location: Virtual

The chairman called the meeting to order at 2:30pm.

Motion to Approve 04 March, 2021 Minutes:

Dr. Thomas McElheny motioned to approve the 04 March, 2021 minutes; Vice Chairman Herb Jones seconded the motion and the board unanimously approved.

Financial Report: Mr. Rafael Robles presented the financial dashboard of the foundation through 17 May, 2021. He explained the breakdown of total revenue and expenses and provided the documents to support that breakdown. Mr. Robles discussed the debt incurred prior to his arrival that needed to be addressed for repayment to SMA.

Mr. Frederick Derr motioned to approve the proposed repayment outline of debt incurred to SMA; Dr. McElheny seconded the motion and the board unanimously approved.

Dr. McElheny inquired as to whether this debt can be treated as a long term debt in which Mr. Robles replied that he will discuss with SMA-MAJ Steve Kok.

Stocks: Mr. Robles was pleased to report the brokerage company handling donated stocks was able to turn around stocks into available funds in only three days.

The Louis and Gloria Flanzer Trust Match Program: Mr. Robles provided the year to date total donations from the Flanzer Trust Match Program for 2021 and stated the program still continues with the 3K per donor per household guidelines.

Greatest Needs: Mr. Robles stated the greatest needs print piece is now present on both campuses with the emphasis of creating a commonality in marketing for both print and online.

Marketing / Communications: Mr. Robles mentioned the importance of SMA's visibility into the community and the need to create marketing materials and physical structures that are engaging. He also mentioned the tri-fold is still in construction and will be presented at the next board meeting and discussed the press releases for April and May.

Mr. Robles stated the need to create a more inviting and welcoming environment for current and prospective students and families. He presented to the board a short video produced in 2009 by the architecture company who executed the expansion of SMA buildings from original campus. Chairman Howard Crowell stated that continuing the vision to complete a downtown campus is now the direction and requests for the operating board to readdress campus needs for new updates to provide to the Foundation. Mr. Robles agreed and suggested the architecture company upgrade the video as technology has advanced. Vice Chairman Jones and Dr. McElheny agreed that upon the completion of an updated video highlighting the complete buildout of the downtown campus, it would be very beneficial to show to prospective donors.

Executive Director: Mr. Robles recognized the Foundation trustee, Ms. Alexandra Quarles, for her unwavering support to the Foundation and read her statement of gratitude to the board. Chairman Crowell thanked Ms. Quarles on her professional advice, suggestions and time and that she will be missed. Vice Chairman Jones agreed that the operating board are grateful as well for her assistance.

Chairman: Chairman Crowell inquired as to the next meeting being in person or virtual in which SMA-COL Christina Bowman replied that the operating board will be meeting in person. Chairman Crowell stated that the next meeting will be in person.

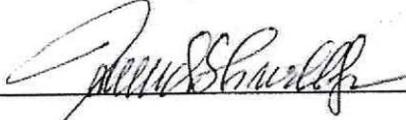
Old Business: N/A

New Business: Mr. Robles invited the board to attend high school formation on 27 May as U.S. Representative Tommy Gregory and his wife will be joining to speak with cadets interested in the Air Force Academy, as they both attended.

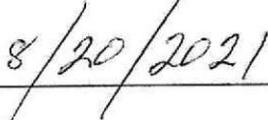
Mr. Robles stated the need to reinforce the culture of philanthropy and will demonstrate sustainable growth by providing a three year plan of revenue through the Foundation. He stated that a Foundation budget will be provided at next board meeting as a meeting with Foundation Treasurer, Mr. Derr, will need to be scheduled. Chairman Crowell reiterated the purpose of the Foundation is to enhance programs and not intended for operating expenses. He stated the need to articulate the role of the Foundation and suggested Mr. Robles work with SMA-COL Bowman on defining the Foundation purpose to be presented and approved by the board. Dr. McElheny agreed and stated the faculty and administration need to understand the role of the Foundation.

Public Comments: N/A

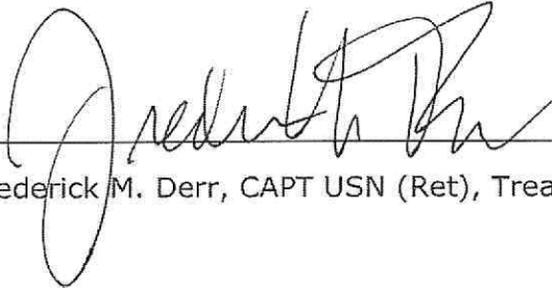
The chairman adjourned the meeting at 3:15 pm.



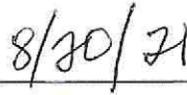
Howard G. Crowell, Jr., LTG USA (Ret), Chairman



Date



Frederick M. Derr, CAPT USN (Ret), Treasurer



Date

