

Sarasota Military Academy Foundation, Inc.

BOARD OF TRUSTEES

ANNUAL MEETING MINUTES

2 AUGUST 2022

Board of Trustee Members' Attendance

Present:

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

Mr. Herb Jones, Vice Chair

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

Ms. J. Allison Archbold, JD, Maj, USMC (Ret)

Thomas J. McElheny, EdD, Capt, USMC (Former Marine)

Others in Attendance:

Mr. Rafael Robles, Executive Director

Mr. Jim Tollerton, Director, SMA Board of Directors

Location: SMA High School Campus

The chair called the meeting to order at 10:02 am.

Motion to Approve 21 April 2022 Minutes:

Dr. Thomas McElheny moved to approve the 21 January 2022 minutes; Vice Chair Herb Jones seconded the motion and the board unanimously approved.

Vice Chair Jones moved to approve the 12 May Emergency minutes; Dr. McElheny seconded the motion and the board unanimously approved.

Mr. Rafael Robles presented the Trustee Philanthropy Plan to clarify their role and responsibility with the board. Ms. J. Allison Archbold had submitted changes which Mr. Robles corrected.

Dr. McElheny moved to approve the Trustee Philanthropy Plan; Vice Chair Jones seconded the motion and the board unanimously approved.

Mr. Jim Tollerton inquired about consistency in receiving donation checks from the Flanzer Matching Program. Mr. Robles replied that changing locations has slowed down the process a bit. Mr. Tollerton suggested, and Chair Howard Crowell agreed Mr. Robles should schedule a visit to the new site.

Financials: Mr. Robles presented the financial dashboard of the foundation. He explained the breakdown of total revenue and expenses for the fiscal year. Mr. Robles stated that SMA's community perception is vital in raising money. Chair Crowell inquired as to any trustee opposed to a 5% increase for the next fiscal year's goal.

Mr. Robles mentioned upcoming events such as the Gala and golf tournament. Dr. McElheny stated to inform the operating board of cadets who need to purchase tickets to the Military Ball as a fund has been established. Chair Crowell inquired how the academy and foundation can assist students with free and reduced lunch, to which Mr. Robles replied to earmark corporate sponsorships. Chair Crowell stated funding and donations need to increase to fill the gap for our students.

Bylaws: Mr. Robles stated that the foundation bylaws state virtual trustee attendance can satisfy a quorum. He recommended that the board amend the bylaws to follow quorum guidelines of the Sunshine Laws requiring physical presence to satisfy quorum. Chair Crowell advised trustee Anthony Baade to resign to meet the quorum and reinstate when physical presence is available.

Mr. Robles mentioned an interested potential trustee would like to start as a committee member first. Mr. Tollerton inquired about the financial commitment for trustees, to which Chair Crowell replied the annual financial obligation for all board members had been established as 3K. Chair Crowell stated an available seat is open for potential board members, and the foundation does allow current parents. Mr. Robles indicated that part of the foundation's strategic plan is to look at its network for possible members and donors.

Ms. Archbold stated to strike Article 4.11 from the bylaws and present the corrected version at the board meeting for approval.

The Louis and Gloria Flanzer Trust Match Program: Mr. Robles provided the year-to-date total donations from the Flanzer Trust Match Program and thanked the board members who continue to support SMA through this matching program.

Marketing/Communications: Dr. McElheny recommended that marketing initiatives directly impact admissions.

Celebrating 20 Years: Mr. Robles stated pole banners throughout campus were designed but not in compliance with city limits. He mentioned upcoming events of the gala and golf tournament.

Chair: Chair Crowell presented Dr. McElheny to present challenges. Dr. McElheny stated the three priorities for the operating board as a balanced budget, increased school grade, and increased FTE. He continued to explain additional focus areas on increasing parent engagement and strengthening the JROTC program. Dr. McElheny continued to discuss the direction of the SMA brand and how to address the misconceptions within the community. He announced the workshop session on 14 October to discuss the priorities and areas of focus in detail. Dr. McElheny mentioned SMA Vice Chair and Treasurer Mr. Scott Lempe would take on a more significant role in January as an officer of finances. Ms. Archbold inquired about those mentioned above already connected

to the strategic plan. Dr. McElheny replied that the strategic plan is broader but the areas mentioned are connected.

Chair Crowell inquired about an update on a proposed new bank for the foundation, in which Mr. Robles stated he spoke with the president of the bank Mr. Frederick Derr recommended, and we were outside their area. He mentioned speaking with Gulfside Bank, which has an impressive board within the community.

Old Business: N/A

New Business: Mr. Robles stated that SMA has partnered with the Education Foundation to place a Student Success Center on campus. He mentioned that the association with the Education Foundation could assist our image and donors. Chair Crowell inquired about an update with New College of Florida in which Mr. Robles replied that an MOU was not signed and they will move forward with public schools as our numbers are too low. He mentioned they recommended dual grant writing through the marine science and technology departments.

Public Comments: N/A

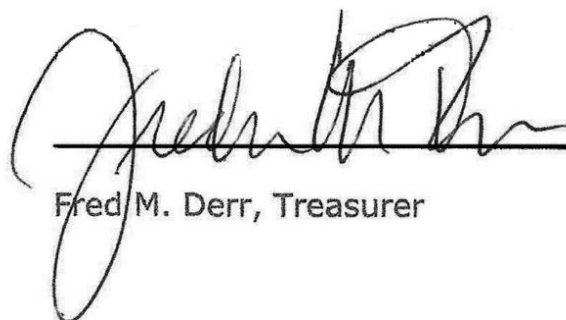
The chair adjourned the meeting at 11:43 am.



Howard G. Crowell, Chair

11/17/2022

Date



Fred M. Derr, Treasurer

11/17/2022

Date