

# ASDF Board Meeting

## MINUTES

OCTOBER 6, 2016

MEETING CALLED BY	Dick Button at 7:35AM
TYPE OF MEETING	Regular Board Meeting
NOTE TAKER	Nancy Wilt
ATTENDEES	Susan Williams, Vicki Newhard, Dick Button, Kelli Holzman, Kurt Zwickl, Dennis Blankowitsch, Michelle Pessina, David Wildonger, Charlie Thiel, Tony Muir, John Hughes, Jayne Marks, Debora Roberson, Dan Bosket, Nancy Wilt and Bob Sperling by phone

## Agenda Topics

CALL TO ORDER

DICK BUTTON

DISCUSSION	Dick made reference to his lapel pin which was given to him by the Latvian Diplomat who is a 1985 Graduate of WAHS.	
	Minutes from August meeting were approved as submitted. Charlie Thiel made motion/ Tony Muir 2nd/	
	He also indicated the Scholarship issue was resolved. A check had been issued that should not have been cut. The recipient has been notified and the second check will be returned.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	Consideration of Laurie Gostley Hackett as member of board	
	Dick Button and Tony Muir interviewed her. She indicated concern of conflicts because of other community commitments. Dick Button had concerns about her Air Products connection. Laurie indicated her passion for the work she does for the community.	
	Susan Williams expressed that we need to scrutinize the conflict of interest policy for all board members.	
CONCLUSIONS		
	Laurie's nomination was submitted for a vote by members in attendance. Vote was unanimous to approve.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

<b>DISCUSSION</b>	SW is asking for a review of the committee listings. She asked for spelling verification and for all to share graduation years for ASD members. And, she also asked for board members to consider which committees on which they would be willing to serve.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Share any changes and considerations	Full board	

TREASURER'S REPORT

<b>DISCUSSION</b>	KH indicated that she is working with the Auditor on the tax return which is due 11/15/16	
KH shared the excel sheet and indicated that there has not been a lot of program activity the first quarter. She also indicated that funds have been a bit slow out of the gait.		
As part of discussion Deb. R expressed concern about tracking conduit money because donors could think that we are more fiscally sound and therefore send money elsewhere.		
Susan W. suggested the foundation consider taking an administrative fee. The board could accept up to 2% and have a memo of understanding policy. Tony Muir suggested a flat fee; and/or have the executive committee can make the decision of the % or amount per conduit transaction.		
Dick Button suggested that possibly explore through Charlie Thiel to see if the district can assist with processing of conduit funding.		
<b>CONCLUSIONS</b>		
Susan Williams will inquire with other SD foundations as to how they handle the process.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

EXECUTIVE DIRECTOR REPORT

<b>DISCUSSION</b>	Susan reviewed upcoming events. Jayne Marks suggested adding TIG Reception to the list.	
EITC has not been approved. DCED had asked for an additional monitoring report. SW has been in contact with DCED who indicated they are still processing the application.		
SW also indicated that she has asked Deb Tretter to endorse teacher payroll deduction before rolling out to faculty.		
SW also shared that Newcomer Academy will be participating in Latin Dance this year.		
SW is continuing with the Annual appeal. Needs to solidify list of recipients; names of distinguished graduates; Tony Muir suggest that the letter be signed by a distinguished graduate.		
When updating trifold discussion: Kelli H. indicated that we can not capture written credit card information for privacy and liability reasons.		
There was discussion about participating in Giving Tuesday.		
Deb R. asked that the appeal be sent to all board members electronically for comments.		
Goal is for annual appeal to be out in time for Christmas.		
Jayne Marks encouraged that the donor list be wide so individuals who can only give small amounts can be included.		
Susan indicated that the goal is go have it reach 2500 people at first roll out.		
Also, there was discussion that we need to consider a donor relation tracking system, such as donor perfect etc.		

<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Reach out to DCED of PA	Nancy Wilt	ASAP

HIGH NOTES GALA

DEB ROBERSON

<b>DISCUSSION</b>	Theme is "Be True to your School" / There will be a photo shoot with all of the mascots. Michelle Pessina will be talking at all of the schools faculty meetings to talk about High Note Gala.	
Solicitations will be out by the end of October. Deb reminded everyone that they are asking for names of new potential donors.		
Tony asked how we make connections with the Brass Rail/ Bennett Toyota. Debora indicated that we are down on manpower this year and will need someone to track reservations via excel as they come in. Also, Kira Butz will return to do some video production for a small stipend.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

OTHER

FLOOR

<b>DISCUSSION</b>	John Hughes shared that Joyce Reed rec'd a football signed by 38 Hall of Fame inductees. She has given It to Dieruff to help raise money for scholarships. They are selling raffle tickets and the ball will be raffled off at the Dieruff VS Allen game.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

A motion was made to adjourn the meeting at 8:45 AM Dennis Blankowitsch made motion; Dan Bosket 2<sup>nd</sup>.

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>