

ASDF Board

MINUTES

6 AUGUST 2015 8:00 AM

Louis E Dieruff HS, Husky Center

MEETING CALLED BY	President, Dick Button
TYPE OF MEETING	Board of Directors meeting
NOTE TAKER	Marci Martinez
ATTENDEES	Richard Button, Dennis Blankowitsch, Barry Halper, Kelli Holzman, John Hughes, Elizabeth Marcon, Marci Martinez, Marie McConnell, Debora Roberson, Lissette Santana, Robert Sperling, Charles Thiel, Stacey Prohaska

Agenda topics

CALL TO ORDER

DICK BUTTON

DISCUSSION	1. President Dick Button called the meeting to order and welcomed all present. 2. Approval of minutes for April 27 th meeting and June 4, 2015	
CONCLUSIONS	Quorum met. Minutes Approved for April 27th meeting. Minutes Approved for June 4th meeting with the removal of line item (d) under ALLOCATIONS section of the minutes which stated that program approvals less than \$5000 only needed email approval by the executive committee.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DIRECTORS REPORT

STACEY PROHASKA

DISCUSSION	Stacey provided the following reports: 1. Stacey introduced Vicki Newhard (Foundation Administrator) and Lori Smith (Bookkeeper) to the board. She also recognized Lori for purchasing Quickbooks and donating it to the Foundation. 2. Stacey reviewed the Grants that were recently applied for. 3. Stacey advised that the Foundation did not receive the HIGHMARK grant this year. 4. Stacey reviewed that EITC requests were sent to American Bank, Uninvest, Firstrust, and PPL. 5. Stacey provided a follow-up to the TIG program. All reports have been reviewed by Liz and Jane. Only 3 are outstanding, 1 of which was incomplete. 6. Stacey shared thank you cards from students who participated in various programs.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
No action items at this time		

TREASURERS REPORT

KELLI HOLZMAN

DISCUSSION	<p>Kelli provided the following reports:</p> <ol style="list-style-type: none"> Financials include approximately \$144K in the Fund Balance and \$382K in the Endowment/Scholarship Fund. Exact amounts to be shared when audits are completed. 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

INVESTMENT COMMITTEE

KELLI HOLZMAN

DISCUSSION	<ol style="list-style-type: none"> No report out from the investment committee 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCE

KELLI HOLZMAN

DISCUSSION	No additional report out for finance as it was done during the Treasure's report.	

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMITTEE DESCRIPTIONS

DICK BUTTON/COMMITTEE CHAIRS

DISCUSSION	<p>Dick made a motion to approve each Committee description:</p> <ol style="list-style-type: none"> 1. Executive committee- MOTION APPROVED with the following amendments: <ol style="list-style-type: none"> a. New Membership description- "The Executive Committee members <i>are</i> four elected Officers, the chairs of the ASDF's Standing Committees as defined in the By- Laws (Allocation, Finance, Fund Development, and Governance), and the <i>immediate past president</i>." b. Charge- Perform other appropriate functions as requested. 2. Alumni Committee- MOTION APPROVED with the following amendments: <ol style="list-style-type: none"> a. The Co- Chairs of the Alumni Committee <i>are</i> members of the Foundation's Board. The Co-Chairs are <i>alumni representatives</i> of the respective schools, William Allen High School and Louis E Dieruff High School. 3. High Notes Committee- MOTION APPROVED with the following amendments: <ol style="list-style-type: none"> a. Add Membership line which reads-"The High Notes committee is chaired by a member of the Foundation's board." b. Remove statement beginning, "All HN Committee members attend monthly meetings..." from the bottom of "charge" description and place with the HN Planning Committee description. c. HN Fundraising Committee- Amended to read "In coordination with the ED, the HN Fundraising Committee develops and makes recommendations to the HN sponsor list, cultivates donors, and, in coordination with the ASDF Board of Directors, follows up with potential sponsors by soliciting volunteers to make phone calls or other outreach methods. The ED is responsible for solicitation. 4. Personnel Committee- NOT APPROVED. Further review of description is needed and no member of the Personnel committee was in attendance to approve changes to the description. 5. Allocations/Programming committee- MOTION APPROVED with the following amendments to verbiage: <ol style="list-style-type: none"> a. The Allocations/Program committee <i>is</i> chaired by a member of the Foundations Board. 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Personnel Committee description will need to be reviewed again and approved	Personnel committee/BOD	Next meeting

DISCUSSION	Barry provided the following reports:
	<ol style="list-style-type: none"> 1. Barry brought motions for approval on new program recommendations. MOTION APPROVED for all programs presented, which included: <ol style="list-style-type: none"> a. National History Day-Sally Wolfe and Joann Manjarrez, both are ASD Gifted Specialists b. Science Fair-Cory Lowe, District STEM Coordinator c. An Allentown Adventure-Barry Halper e. Renaissance Art Programs-Maryann Gross, ASD Arts Administrator f. "SATORI goes to School"-Dr. Nora Suggs, SATORI Arts Director 2. Dennis Blankowitsch shared how positive the new program submission/approval process is for program decisions. 3. Discussion was had on funding these programs and the possibility of moving Science Fair funds to the Arts Programs. Kelli will look into that option, but it seems likely that this can happen.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PERSONNEL

TONY MUIR

DISCUSSION

CONCLUSIONS	There was no read out by the Personnel committee
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

GOVERNANCE

TONY MUIR

DISCUSSION	There was no read out by the Governance committee

ALUMNI

[PRESENTER]

DISCUSSION	1. There was no read out by the Alumni committee	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OTHER ITEMS

DEBORA ROBERSON

DISCUSSION	1. Bob Sperling had concerns with the Trexler Trust using the Foundation as a pass thru for Building 21 given the recent news around FBI investigation. Marie McConnell assuaged those concerns. 2. Barry spoke about taking part in a preview of Dr. Mark Lang's movie around education and changes needed. Dr. Lang offered the Board a screening of the movie. All in attendance were in favor of watching the movie. More information to come on specifics such as date/time. 3. Stacey distributed the Administrative schedule which is effective 8/17/2015.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Barry to provide date/time for movie screening	Barry Halper	TBD