

NORTH LAKE EDUCATION FOUNDATION BOARD OF DIRECTORS MEETING

Location: North Lake School, Multipurpose Room
Date: August 11, 2020
Time: 6:00pm

Meeting Minutes

Attendees: Holly Hawkins, President; Greg Cornell, Vice President; Adriane Feltz, Treasurer; Betsy Kujath, Secretary; Martin Hughes, BOD member; Suzanne Kelley, BOD member; Linda Pucek, BOD member; Liesl Ackley, NLS Superintendent

- 1) **Discuss and approve minutes from July NLEF meeting.** Betsy Kujath
Minutes from the July meeting were approved.

- 2) **Treasurer report** Holly Hawkins
Adriane Feltz
Holly provided an overview of the current finances. Expenditures since July were for insurance for the foundation and the fees for filing the Articles of Incorporation.
Action Item: Liesl and Holly to review the Fun Run contract to see if there are any opportunities to spend less on the event if we assume some of the event management ourselves.
The board determined that they will hold off until 2021 on determining whether to offer a scholarship to an AHS graduate that attended NLS. NLS needs a representative to serve on the Arrowhead scholarship committee. Martin volunteered to fill that role.

- 3) **Foundation incorporation status update. Review applicable action items.** Holly Hawkins
Holly submitted the articles of incorporation and is awaiting response and further steps by the WI Dept. of Financial Institutions.

4) **Makers Space project update.** Holly Hawkins

Construction is underway! Furniture will be delivered later this week. Painting is almost finished. Parent volunteers will be constructing work benches later this week and next week. Additionally, Holly is coordinating with the Scouts to help with work table construction and do the staining and finishing.

There are a few outstanding tool purchases for the space.

Action Item: Holly will send a list of tools still needed to the Board to see who may be able to acquire tools at a discount.

5) **Board member committee volunteer discussion and next steps.** Holly Hawkins

Greg will take the lead on the creating the Foundation website. The committee review the list of functions desired for the site that Greg emailed on 8/10. The Board discussed the domain name possibilities. All agreed that a .org or a .com would be most desirable. SupportNLS.org has been purchased.

Beginning in 2021, the NLEF will publish the NLS Family Directory. Families will sign a release form from the school that allows their contact information to be given to the foundation and published in the directory. This will provide the Foundation a list of current NLS families to send information.

6) **Teacher mini grant discussion.** Holly Hawkins

Action Item: Holly and Liesl to introduce the teaching staff to the NLEF and promote the teacher mini grants.

There will be five grants awarded - \$250-500 each. Grant requests will be due October 2.

7) **Open discussion**

One method of fundraising for the NLEF is the Shop with Scrip program. Holly would like to further market and promote the program at school.

Action Item: Linda and Martin to give Holly some ideas on how to promote with the NLS community.

The Board agreed to forgo a September meeting and will reconvene in October.

Suzanne requested that she and Linda be added to the Wave newsletter.

Next Meeting: October 13, 2020 at 6:00pm