

North Lake Education Foundation

Regular Board Meeting Minutes

Location: North Lake School

Date: 1/26/2024

Time: 9:00AM

MEETING MINUTES

Attendees: Mia Stemcha, President; Jessica Ruehlow, Vice-President; Stephanie Eckstein, Secretary; Martin Hughes, Scholarship; Liz Tobolt, BOD Member; Megan Said, BOD Member; Dr. Liesl Ackley, NLS Superintendent & Principal

1. Call to Order

Mia Stemcha called the meeting to order at 9:22am.

2. *Martin Hughes* moved to approve the minutes from the last special board meeting. Motion carried.
3. *Mia Stemcha* covers the treasury report. NLEF has raised approximately \$5900 since October 2023.
4. *Megan Said* provides an update on the CFC including noting 131 individuals participated in the Mother-Son Thirsty Duck event and *Becky Berton* has volunteered to take over the Box Top Fundraising.
5. *Martin Hughes* updated on the Scholarship pillar of NLEF and notes that his term ends September 2024 and he will be stepping down from his position on the board at that time. He would like to see the established North Lake Scholarship fund increased from \$500 to \$1000 and possible fundraising activities were discussed including a Read-a-thon tied to the Book Fair or Spelling Bee in-class competition.
6. Current and future fundraising was discussed including the following:
 - a. The Round-up App that allows families to sign up a single credit card and elect to round up all purchases made with the card, electing the “round up” to North Lake School. It would cost the NLEF \$15 per month or up to 1% of donations made through the app. Families would need to agree to a minimum of donating \$5 per month as part of the App requirement.
 - b. Consider an “Un-fundraiser” or the option to Opt Out of fundraising at Fall Registration. *Stephanie Eckstein* will look into how Oconomowoc and other local schools have launched their Unfundraisers.
 - c. *Nico’s Frozen Pizzas* sales in hand with *Ney’s Meets* proposed a frozen pizza fundraiser. *Mia Stemcha* and *Stephanie Eckstein* will meet with a rep from *Ney’s meets* to discuss the details. Target date would be order forms before/after spring break with April pick-up at the school.
 - d. The Casino Night committee has asked for approval to apply for a WI lottery temporary retail contract for non-profit organizations to sell pull tabs at the event.
Martin Hughes moves to approve motion to apply for temporary license: Motion passed unanimously.
 - e. *Megan Said* will use social media to educate families on current and past fundraising efforts and how donations and fundraising has been used to benefit the school.
 - f. *Kelly Sanchez* reached out to see if we needed any marketing help. We will invite her to the next meeting.

7. *Dr. Liesl Ackley* provided a school update.
8. *Liz Tobolt* provided a Bylaw review and recommended modifications. Changes include adding date and adding a physical address instead of the PO Box for taxes etc. She recommended increasing check writing limit for second signer is taken to \$1k instead of the previous \$500. and further review of the underlines in section 7.3 is needed.
Martin Hughes moves to approve the recommended changes to the bylaws as noted and leave to Liz's discretion on section 7.3 typo. Motion is carried.
9. *Mia Stemcha* provided an update on exploring a change of status from public to private non-profit. It will take 5 years to complete the conversion and we will need to accumulate 60 months of community support with at least 1/3 of the donations have to be given by outside donors and the amount must be less than 2% of our overall income. This will require tight itemized records of every donation to pass the public support test by the IRS for any contribution by any individual. This will be looked into further by *Liz Tobolt*.

Next meeting will April 5th at 9:00 am at North Lake School.

Martin Hughes moves to adjourn and it was carried.

Meeting adjourned at 11:07.