

# BOARD MINUTES



**Date:** 7/14/25

**Location:** Greenwood Administration Building

**Attendance:** Joe Harding (President), Amy Jones (Secretary), Megan Zaborowsky (Vice President), Peter Goerner (Treasurer), Amanda Smith, Julia Reynolds, Mike Zafiroff, Jen Whitson, Tracie Rhyneanson, Phil Strack, Dawn Arnold, Chloe Moton, David Dean, Mark Wallischeck, Michelle Maslowski, Dr. Terry Terhune (*ex-officio*), Tiffany Woods (Executive Director)

1. Call to order 7:10 p.m.
2. Treasurer's Report: Peter
  - a. Peter reviews the financial report and highlights - update on the Bagby fund and annuity changes, passthrough of \$1132 for alumni dinner tickets, information for our 990 has been forwarded to the accountants
    - i. **Motion to Approve Treasurer's Financial Report by Megan Z., second by Jen W., Board Approved.**
  - b. Bylaw Amendment for fiscal year change – Peter addresses the need to change the fiscal year in the Bylaws to reflect the board's previous decision to change the fiscal year end date from December 31<sup>st</sup> to June 30<sup>th</sup>; **board given oral notice of the proposed change at tonight's meeting and we will wait to vote on the change to the Bylaws until our September meeting**
  - c. Non-board Committee Members
    - i. To be safe we need to update our MC gaming license to include those non-board members who regularly participate as volunteers for our event, we will make them subcommittee members of the Monte Carlo Team:
      - a. **Motion by Peter G. to approve Chris Zaborowsky, Donna Jones, Julia Strack, Joey Glynn, Katie Webb as non-board sub-committee members of Monte Carlo, who will also be added to the gaming license, second by Julia R., Board Approved.**
      - b. All Committee Chairs share additional information on individuals who need to be affirmed/re-affirmed as non-board committee members, **Peter G. moves to add the following individuals as non-board committee members, Cares – Donna Jones and Erin Biggs, Special Events – Lissi Lobb, Grants – Brad Rose; Second by Amy J.; Board Approved.**
  - d. Overview of Endowment Proposals – Peter goes over the handout, "Endowment Proposal", regarding the location of endowment funds and explains the purpose of the endowment for GEF; discussion about our total funds and the monies available for

starting the endowment (of \$525,600, \$193,700 is restricted, and we have a separate/required gaming account (these funds can be used for any of our listed charitable purposes)); PG goes over the “where” options with the board including JCCF, Modern Woodmen, a more traditional Vanguard/Fidelity type of institution, pros/cons of each

- i. EC met prior to the board meeting and recommends, 1) putting \$150,000 into the endowment fund (leaving \$152,000 in our operating budget) and 2) after analysis of each institution, going with Modern Woodmen as the investment location (ideally we let the money sit for a few years and build up, then by years 3-4 choose amount of interest to draw from the fund annually)
        - ii. Further discussion on “To Do” list from handout including Q&A session
        - iii. No plan to invest the money into the endowment fund until we have an investment policy in place
        - iv. **Motion by Peter G. to invest \$150,000 with Modern Woodmen to establish GEF’s Endowment Fund, Second by David D.; Michelle M. abstains (sits on the JCCF board and is a member of JCCF’s Investment Committee); Board Approved.**
3. Review of the Minutes of the May meeting:
  - a. No changes; **Motion to Approve March Minutes by Mike Z., Second by Jen W., Board approved.**
4. Monthly Icebreaker – Tiffany - Philanthropic Development
  - a. Tiffany asks groups of three (different colored post it notes) to get together to take a quiz – GEF 101 Getting Acquainted with GEF Programs and Information – hands out gift card for free meal to the winners
5. Committees:
  - a. **Special Events** (report from Chloe):
    - i. New fundraiser – SE team considering ideas for a new fundraiser this year (we are no longer doing the golf event) – discussion and description of reverse raffle concept; potential date floated for end of September; however it takes 45 business days to get gaming license (license requires date, place, time, games to be played in application)
    - ii. National Night Out – 8/5 5-7 p.m. amphitheater – GEF will have a booth with earbuds and raffle
  - b. **GEF Cares:**
    - i. Fast Track – event is 7/23, Tracie shares that 107 kids registered for haircuts and Cares has volunteers covered; will take book racks inside this year; giving stylists Chick Fil A cards with thank you notes; not doing coat drive this year; TW shares that she is trying to get Generations Counseling to the event but his has not been firmed up yet
    - ii. School Supply Drive – GEF getting \$6000 (matching Rotary grant) and will use the funds to cover the costs of supplies; didn’t push a big drive this year; funds will be used to focus on items that have been identified by the schools/staff as needed

- iii. Julia asks us to help share the information about the Rotary Club's clay shooting annual fundraiser on Facebook etc.
      - iv. Highlight Mental Health – week of 9/8, game/tailgate 9/12; first group set to meet with Generations Counseling at the start of HMH week (that 10 week group will then run through December, with a second session after the first of the year)
      - v. Coats, Cuts, Cookies 11/12
    - c. **Scholarships** – Peter reports there may be another opportunity for those interested in accounting, details still developing
    - d. **Monte Carlo** – first meeting 7/28; Megan asks board to start thinking about who to approach for donations and sponsorships now
    - e. **Grants:**
      - i. Amy reports that the collaborative Chompsaw Grant given to the four elementary art teachers now costs more than what was anticipated at the time of the application; the original price quoted included a bundle discount and is no longer available; new amount of grant is \$2826.45; **Amy J. moves to approve additional \$343.83 for the Chompsaw Grant (“Thinking Outside the Box”), Second by Tracie R.; Board Approved.**
      - ii. Joel Matthews’ “PD as a Jazz Educator” 2025 spring grant is no longer an option, he was contacted by IU that the course has been canceled; Grants Team approved Joel using the same funds for a PD jazz workshop in Chicago in December 2025 (\$305) and the balance (\$295) will be used to bring a clinician into the classroom for jazz band; just reporting to keep board updated
      - iii. Amy and Tiffany met with Katy Dowling (CFO for GCSC) and Roni Crooke (Treasurer of GCSC) in June to go over a new policy regarding how to handle outstanding balances of grant funds at the schools; schools can keep up to \$500
      - iv. Amy, David and Tiffany will start to plan the training session that GEF will host on grant writing this fall, shooting for a September date in the evening
6. Old Business:
- a. Board Retreat - August 2<sup>nd</sup> 9 am at GPL; 8:30 a.m. breakfast
  - b. Alumni Update - Tiffany shares information on a plan to have pins for alumni showing that they support/donate to GEF and shares that the keychains were given to recent grads
7. New Business
- a. Return of CDBG Funds – Tiffany explains that there has been a polite battle with these folks and they have created barriers to students getting services as a result of “process”; a great deal of time and energy has been put in to try and accommodate their requests for GEF to create rules and policy to comply with requirements and in order to ensure use of the funds; overall not worth the time and energy and headache and there is a balance of \$1020 that Tiffany, Peter and Amy recommend us returning; **Amy J. makes motion to return \$1020 of CDBG funds in Cares fund; Second by Peter G., Board Approved.**
  - b. Mini Grant Request – at the start of school GEF gives out mini grants, 2 \$100 grants will be given on 7/29, then additional mini grants handed out at each school during the

beginning of the year visits; total needed \$1000 for all mini grants; **Dawn A. makes motion to approve \$1000 for mini grants; Second by David D., Board Approved.**

- c. Conflict of Interest Forms – reminder that each board member needs to sign a Conflict of Interest form at the start of the season, and that all information shared in GEF meetings is confidential; forms handed out and due back to Amy asap
- d. Tiffany needs help with popsicles events, handing out Kindergarten Club signs, Alumni dinner, and stocking vending machines; board members volunteer based on availability

**8. Adjourned meeting at 8:42 p.m.**

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**Next Regular Meeting: September 8, 2025, 7 p.m.**