

BOARD MINUTES



Date: 11/11/24

Location: Greenwood Administration Building

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

1. Call to Order: 7:10 p.m.
2. Dr. Terhune and Joe speak to the board about the shooting tragedy that impacted our community and especially the middle school staff and student body; discussion on how GEF can be supportive
3. Treasurer's Report:
 - a. The switch to the Raymond James Enhanced Savings account is not reflected in the Treasurer's Report because Peter just got confirmation on the day of the board meeting that it is happening; still cleaning up some odds and ends with the 5/3 account; Peter priced out with Compass Pointe the future costs of a financial review v. an audit (we will ultimately need these services as we establish an endowment fund and solicit larger sponsors who will look for more assurance from our organization)
 - b. Motion to Approve Treasurer's Financial Report by Amy J., second by Chloe M., Board approved.**
4. Review of the Minutes from the October meeting:
 - a. No changes noted
 - b. Motion to Approve October Minutes by Angie G., Second by Megan Z., Board approved.**
5. Monthly Icebreaker – GEF Friendmaking Action Items
 - a. TW hands out personal letters of gratitude to board members;
 - b. Handout projected on the screens was born from the August retreat
 - i. TW talks about how the Milestones event later in the week fulfills many of the action items that we identified as important during the retreat
 - c. TW reminds the board that their role is to be an ambassador and to focus on the mission when speaking with people about GEF (for the Milestones event and future engagements with stakeholders)

- d. In small groups, the board brainstorms different calls to action that do not have anything to do with money; groups share the list of suggestions on how to engage specifically at the upcoming Milestones event
6. Committees:
- a. Special Events (report from Dawn):
 - i. Grateful for Greenwood - started 10/30, Jen doing admin and Lissi and Dawn making deliveries on Tuesdays and Fridays; over \$1000 raised so far and getting great feedback from staff upon deliveries
 - ii. Christmas Parade – Jen is no longer able to help with the parade, Dawn asks board members if anyone else is available to head the parade (set-up and be in charge); set up is 4 p.m. Sat. 11/16, parade 5 pm; need driver and helpers; no one is available, so the consensus is to withdraw our participation for this year due to a lack of available coverage
 - iii. Swing for the Green Event: Dawn reports that the event was great and \$6145.75 was raised; it was well liked, got a new sponsor, winnings were donated back to GEF, but team still does not want to participate in this event in 2025 for reasons previously discussed with the board
 - b. GEF Cares:
 - i. Coats, Cuts, and Cookies – Tracie/Julia give update – event ran smoothly, but the numbers were lower this year; discussion with the board about what to do with all of the coats that are left (from registrants who didn't show up); discussion about being sensitive to having the barber/stylist volunteers there and not wanting them to just sit around, thereby impacting those relationships
 - a. Julia discusses the importance of registration “meaning” something and how we impress upon registrants the importance of following through
 - b. Statistics from event:
 - 1. Registered coats 317; 155 given at event
 - 2. Registered haircuts 165; 64 given at event
 - 3. Registered families 148; 64 attended the event
 - c. Board discusses how to problem solve getting the leftover coats to kids who are in need and who registered for the event and didn't show; discussion about splitting up delivery amongst board members to get this accomplished; Cares Team will send out an email to the board with follow-up, hoping to get deliveries done before the schools are on Thanksgiving break
 - ii. Classroom Snacks (food insecurity grant update by Tiffany)
 - a. Second round of snacks were delivered Nov. 1st, TW got feedback on which snacks worked well/don't work well (cheese sticks “aren't moving”)
 - b. INAPEF hinted at recent event that the food insecurity grant will be available again; details are forthcoming in December
 - c. We will feel out what the schools' interest is in participating in this service again

- c. Monte Carlo (report from Megan): we need sponsors; have around 30K of sponsorship dollars committed and need at least 45K; 11/30 commitment date before tickets open to public on 12/1; this year we will have some new features including a caricature artist and DJ, we will also have the 360-photo booth we had last year
 - d. Grants (report from Amy)
 - i. 2024 Woodmen Way Student Grant – Grants Team recommends the board approve “Our Overall Spirit” as the \$1000 winner, grant application was for \$1318.16 but grant amount available is \$1000; board discusses grant; **Amy J. makes a motion on behalf of the Grants Team to approve \$1000 for the WWSG, “Our Overall Spirit”, Second by Mike Z. Board approved.**
 - ii. 2024 Fall Grant discussion and recommendations:
 - a. “Archery For All”, \$699.72
 - b. “Feminine Equity”, \$1331.84
 - c. “The Gratitude Group Grows and Glows”, \$404.12
 - d. “Full Steam Ahead to Lego Club”, \$2399.70
 - e. “Caught-Cha Coins”, \$1444.95
 - f. “Kinder-Garden”, \$301.49
 - g. “Our Culinary Quest”, \$1604.17
 - h. “Exploring the World”, \$2974.50
 - 1. Lengthy discussion about this grant regarding the amount requested (application was for \$5949, team recommends funding half the ask), and a sustainability plan (team is comfortable after following up with the applicant that there is a sustainability plan other than GEF for future funding of this project)
 - iii. **Amy J. makes motion on behalf of the Grants Team to approve \$11,160.49 for the 8 fall grant applications discussed; Second by Dawn A. Board approved.**
 - iv. Update on NTGs handed out in October (28/29 were distributed)– Grants Team has begun a discussion on developing a second grant that will serve the population of related services employees after an OT and speech therapist each applied for the NTG; distinction is that speech/hearing/vision related services require individuals who have a valid teaching license; those individuals will be permitted to apply for NTG in light of the licensing requirements, and Grants Team will continue to work on developing the second grant that includes other related services employees
 - a. Amy reports that the grant for the speech therapist applicant will be handed out when fall grants are handed out; it had previously been withheld due to the belief that the applicant did not qualify
 - e. Scholarships (report from Peter): Peter reports that his team is responsible for the Donna Jones Award that is given during our annual Monte Carlo event. Nominations will open up before the end of the year
7. Old Business:
- a. We have moved forward with changing end of fiscal year to June 30th

- b. Milestones & Memories Event (there is additional information in Tiffany's ED report) – reminder to board members to fill in the contact fields for the invitees in the google sheet so that we do not lose this information as board members are no longer serving on the board; 2:30 p.m. set up at GHS, wear name tags
 - i. Sign up sheet is passed around for board members to sign up for specific responsibilities at the event; everyone is encouraged to mingle around and make conversation, employing the discussion points we have been developing for the last two board meetings
8. New Business:
- a. 2025 Budgets were due to Peter no later than tonight's meeting
 - b. GEF Flower Fund – Peter hands around money bag for personal cash donations to support the flower fund that is utilized when a board member has suffered a loss
 - c. End of Terms – if any board member plans to roll off at the end of their term in the spring, please let Joe know
 - d. Lilly School of Philanthropy Certification – Tiffany explains that GEF was previously awarded funds for a professional development grant from INAPEF to pay for previous ED to take two a la carte classes and have agreed to allow GEF to still utilize these funds since they were never used; there are four total classes TW would like to take that will give her the certification and will use INAPEF grant funds for two most expensive courses (totaling \$3200); TW asks GEF to consider paying for the other two courses, reminder that we included ED education in our JCCF future plan for funds; of the four courses, there are two available Jan 2025, 1 in May 2025 and the fourth in the 2025-26 school year; **Mike Z. makes a motion for GEF to fund the additional two classes not covered by INAPEF grant funds in the amount of \$2590, Second by Julia R. Board approved.**
 - e. Alumni Athletic Night -Tiffany inquires about board interest in GEF organizing an alumni night during basketball season as another opportunity to capture alumni contact information; may look at discounted admission tickets and a pizza dinner and may include getting a sponsor for these costs
 - i. Amy advises that the cheerleaders/cheerleading booster club have a plan for an alumni performance at a game in February and it may be a good opportunity to collaborate with the cheerleaders and do something together since they have a date selected
 - f. GMS lunch Friday – GEF would like to sponsor a lunch for GMS staff on Friday of this week as a show of support related to the shooting tragedy that has impacted our school and local community; it has notably been a very difficult week for our staff; **Joe H. makes a motion for GEF to spend not more than \$500 towards supplying lunch for GMS staff on Friday 11/15/25. Second by Phil S. Board approved.**
 - i. Tracie advises that the GMS PTO is happy to help on the 15th as well and have been looking for a way to support GMS staff
 - g. Sertoma Club reached out – they provide Thanksgiving dinners for many families and the number of meals this year has doubled, and they need financial support; we aren't sure what amount of support they are asking for; Joe will get more information and do an email vote for the amount if assistance is needed

9. Executive Director Report – see written report attached to meeting agenda; Tiffany discusses and highlights:
 - a. Milestones and Memories – event is scheduled for 11/13 from 4:30-6:30; see previous discussion on the event
 - b. TW distributes thank you notes, post it notes with recipient information, return address labels, and asks each board member to take three and write thank yous for SWG, CCC, and MC

10. Motion to adjourn meeting at 9:06 p.m. by Chloe M., Second by Tracie R. Adjourned

Next Regular Meeting: January 13, 2025, 7 p.m. (no December 2024 meeting)