

BOARD MINUTES



Date: 9/9/24

Location: Greenwood Administration Building

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

1. Call to Order: 7:00 p.m.
2. Guest Speaker – Cassandra Robinson, mother of GMS student Logan Robinson; shared her personal and inspirational story with the board about the impact of the music therapy program on Logan’s life and in turn their family
3. Treasurer’s Report:
 - a. Peter shares that it has been a great last month for GEF – alumni challenge money, JCCF grant etc.
 - b. Reviewed financials since the August retreat/meeting; the changeover of our banking institution to Everwise is still underway, but close to wrapping up; all new deposits will go to Everwise
 - c. **Motion to Approve Financial Report by Dawn A., Second by David D., Board approved**
4. Review of the Minutes from the August business portion of the meeting/retreat:
 - a. No changes noted
 - b. **Motion to Approve May Minutes by Jen W., Second by Megan Z., Board approved.**
5. Breakout Activity: GEF Friendmaking: How to talk up GEF - not focusing on “the ask” but the impact of what GEF is doing
 - a. Broke into 4 groups and discussed “features” v. “benefits” of GEF programs
 - b. Wrap up – what marketing material do we have and use (content of posts, images etc.) and how to incorporate “benefits” into these materials
 - i. Humanizing benefits, testimonials from people who have benefited from our programs
 - ii. Photos with people (other than board members) who are impacted
6. Committees:
 - a. Special Events (report from Dawn):
 - i. Swing for the Green Event: Saturday 11/2/2024 2pm-5pm; team continues working on marketing and sponsorships for event; this may not be an event that is worth continuing after this year

- ii. National Night Out review by Phil – Phil and Chloe attended; could not really use the bus because of the staging and set up; talked to a lot of people and GEF may have gotten a MC sponsorship from contact at this event
- iii. Parades/Candy - need candy for Homecoming parade (9/19); Halloween parade (10/2 5 p.m.), will look at getting glow sticks as well; Trunk or Treat (10/30 6-8:30 pm); do not need candy for Christmas parade (11/16 5 pm)
 - a. Small fees for Halloween and Christmas parades
 - b. Mike has the spider covered for the Halloween parade; Joe will drive for the Homecoming parade; board members to bring in donations for additional parades at the October board meeting; certain board members agreed to donate additional candy for the Homecoming parade who will be there
- b. GEF Cares (report from Tracie):
 - i. Highlight Mental Health – full week of events leading up to home football game; week of 10/7-11, week events include therapy, gratitude wall, yoga, Lady Legacy group to help pass out highlighters, pink is the color for this year, tailgate and game 10/11; 300 shirts, signs, bands, wallet cards will all be handed out
 - a. The game is the first weekend of fall break, so we are sensitive to the turn out for the game and want to make sure community knows about the event
 - b. So far, we have \$10K in sponsorships and waiting on two more
 - ii. Coats, Cuts, and Cookies event this fall scheduled for Wednesday 11/6/24; we have a lot of stylists and barbers volunteering; will work on organizing coats in the shed and have more money for the purchase of additional coats
 - iii. Classroom Snacks
 - a. Tiffany spoke to Amy and Jamie at NE to gauge needs for classroom snacks; determined that snacks are most needed in the offices of the SSA, nurse, special education teachers (the highest number of dysregulated children show up in these offices); will try to get high quality snacks and this may require refrigeration;
 - b. Tiffany also spoke to Libby Cruzan and at the high school level nearly all the needs for snacks come through the nurse not the SSA
 - c. Spoke to Lesli Hicks to determine if it is cost effective to get food through the school for snacks, appears to be cheaper to get from Costco once a month and make deliveries; will continue to vet out pricing
 - iv. Tracie explains that there is a tally sheet for the bus inventory to track books; the sign has been made in the 10 most frequently used languages in the school corporation that explains that each child should only take one book from the bus
- c. Monte Carlo (report from Megan): reminders for board – 1) each board member is expected to attend the event/set-up for event and needs to get their own ticket for the event 2) each board member is responsible for acquiring one silent auction item and one sponsor 3) board members donate 2 bottles of alcohol/mixers for the wagons
- d. Grants (report from Amy)

- i. General update – LJC excited to work with us and have a program in place to get the funding to the students who qualify for tuition assistance; 26 NTG applications so far, deadline 9/15;
 - ii. Grant discussion on whether it is appropriate to fund a grant request to pay teachers for tutoring services; grants team received inquiry from a potential applicant and Amy ran a check through admin, many red flags raised by board, including the lack of sustainability and not wanting to enrich staff financially and individually, also concerns about tax and payroll complications/burdens related to payment; board concludes that this is not an appropriate funding request for a GEF grant; Amy to follow up with applicant
 - a. Note – Greenwood schools are part of the Indiana Learns tutoring program and this information was shared with the applicant, since it is a program that covers payment to teachers for tutoring to select students who qualify for services
 - e. Scholarships (report from Peter): nothing new to report
7. Old Business:
- a. Peter asked Compass Pointe what the implications are of changing our fiscal year to match our program year (June 30th) and they will not make a serious inquiry about the IRS implications unless the board formally acknowledges the interest in changing the end of the fiscal year
 - i. **Motion to Approve moving forward with conversation to change GEF fiscal year end to June 30th by Tracie R., Second by Mike Z., Board approved**
8. New Business:
- a. Executive Director Budget – EC discussed with Tiffany the need for her to have a budget for coffees/lunches; average of 3 lunches and 4 coffees each month; **Motion to Approve \$2500 annual budget for Executive Director for coffees/lunches by Dawn A., Second by Chloe M., Board approved**
 - b. INAPEF Conference – dates of event 11/6-7; Tiffany and Joe plan to attend and invite any other board member to attend; Mike is interested, but doesn't have a final answer; \$125 for first attendee and \$25 for any additional; **Motion to Approve up to \$175 for INAPEF Conference registrations by Joe H., Second by Tracie R., Board approved**
 - c. 10 Year Anniversary/Networking Event – discussion to gauge interest in whether GEF should host a lowkey, free networking event at GHS with cake and refreshments, invite all levels of stakeholders, open house format, potential sponsorship with Raymond James to be determined after 10/1, have informational signage; ideally in November, December, January
 - i. will table any funding requests until the next board meeting
 - ii. no formal action taken by the board, but overwhelming board agreement that GEF/Tiffany should move forward with continued planning for this event
 - d. Alumni Donation Restriction – Tiffany proposes earmarking all monies collected by the FB Alumni campaign to be set aside to build the corpus of the endowment fund; board discusses the way that the campaign has been marketed and decides that at a later time the board will take action to set a specified dollar amount aside for the endowment fund, and we won't formally change the way the campaign is marketed; we will

continue to honor any requests for donations from that campaign that are made for a specific cause

9. Meeting adjourned: 8:55 pm, motion by Jen W., second David D. all approved

Next Regular Meeting: October 21, 2024, 7 p.m.

Electronic Vote Acknowledgements:

- 1) September 25, 2024 – Email Motion by Tracie R. on behalf of the Cares Team (Helping Hands request) - \$378.68 for the cost of a bed for a Greenwood Schools family in need
 - a. Email yays – Tracie, Megan, Mike, Shawn, Phil, Joe, Mark, Angie, David Peter, Jen, Chloe, Dawn, Amy, Julia
 - b. Majority vote, **approved**
- 2) October 9, 2024 – Email Motion by Joe H. on behalf of the Cares Team - \$3100 to get the funding secured for the music therapy program and DBT therapy program that will eventually be covered by the CDBG funds (those funds are not yet available and an excess of funds was raised for Highlight Mental Health and are available now)
 - a. Email yays – Mark, Jill, Angie, Peter, Tracie, Amy, Jen, Phil, Dawn, Chloe, David, Mike, Julia, Megan, Shawn
 - b. Majority vote, **approved**