

**EDUCATION FOUNDATION  
SPRING QUARTERLY MEETING  
ADMINISTRATION BUILDING BOARD ROOM  
Wednesday, April 24, 2019  
Minutes  
Started 12:19**

- I. Invocation – Dr. Amos
- II. Minutes of Previous Meeting
- III. Reports
  - A. Financial Reports
    - 1. Quarterly Financial Reports
    - 2. Update on IRS Status
  - B. Dual Credit Enrollment Reports
    - 1. Spring, 2019 Enrollment Update
    - 2. Projected Fall, 2019 Enrollment
- IV. Discussion and Possible Action Items
  - A. By-law Items Requiring Action
  - B. Foundation Liability Insurance Policy
  - C. Endowed Scholarship Program Report
  - D. Annual Review of Strategic Plan
  - E. Purchase of Laptop and Software
  - F. Spring Fund Raising Report and TEFN Conference Update
    - 1. TEFN Conference Update
    - 2. Restaurant Nights Report
    - 3. Cowgirl Museum Dinner Report and Debrief
    - 4. Golf Tournament Plan
  - G. Reminder of Change in Summer Meeting
- V. Other Business
- VI. Information Items
  - A. Calendar

June 5, 2019 Summer Quarterly Meeting  
October 23, 2019 Fall Quarterly Meeting  
January 22, 2020 Winter Quarterly Meeting

Mission

*In partnership with area organizations, the Everman ISD Education Foundation financially supports students and staff in the enhancement of educational opportunities that enable students to be life-long learners, prepared to compete in a global society.*

*We achieve our mission by:*

- *Providing 100% dual credit funding for all scholastically qualified students to attend academic and advanced technical college courses.*
- *Awarding competitive college scholarships through specified endowments.*
- *Funding educational projects proposed by teachers that provide technology and enhance creativity in the classroom.*

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Minutes of January 23, 2019 Meeting

The proposed minutes of the January 23rd, 2019, Foundation Meeting are included in your packet for your consideration and review. The minutes were also emailed to you on April 11<sup>th</sup> for your review and electronic records.

**RECOMMENDATION: Approve Minutes of January 23<sup>rd</sup> Board meeting as proposed.**

Motion: Milligan

Second: Macaulay

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Quarterly Financial Report

Mr. Gainer will present the following reports at the meeting:

1. Quarterly Financial Reports
2. Update on IRS Status

**RECOMMENDATION: Approve financial reports as proposed.**

Mr. Gainer reported that the Foundation's current balance is \$862,750.32. \$559,552 is invested in NTCF. The spendable balance in NTCF is \$47,143. This number is internally set by NTCF and not set by the Foundation. He reported that EISD gas well funds are donated to pay dual credit up to \$50,000. This year the donation funded all except \$7,000. Gas prices have gone down in contribution.

Mr. Gainer reported on the IRS status. According to the IRS, when the Foundation incorporated with new name, it incorporated as a nonprofit. Mr. Gainer stated that he is pushing them to have the determination letter by the day of giving deadline. He also requested two additional motions regarding the reformation process: 1) to recognize that the Everman Education Foundation would be receiving funds from the dissolved Everman ISD Education Foundation; and 2) requesting to establish an additional account at Compass Bank in the Everman Education name and to close the Everman ISD Education Foundation account.

Motions:

1) Approve financials as written

2) Recognize we will be receiving the funds from a dissolving 501(c)3 (Everman ISD Education Foundation)

3) Have the ability to establish an additional account at Compass Bank in Everman Education Foundation name and close the Everman ISD Education Foundation account.

Motion: 1) Balch 2) Turntine 3) Turntine

Second: 1) Milligan 2) Miller 3) Balch

Vote: 1) Unanimous 2) Unanimous 3) Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Dual Credit Enrollment Report

Ms. Hollarn will present dual credit enrollment reports as follows:

1. Spring 2019 Enrollment Report
2. Projected Fall 2019 Enrollment

**RECOMMENDATION: Approve enrollment reports as proposed.**

Ms. Hollarn presented the spring report which included comparison with last year's numbers. The number for the spring semester is 81 students which increased the spring, 2018 by five students. The projected number for fall, 2019, is 120 students which increased the spring, 2018 by six students.

Motion: Turntine

Second: Macaulay

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: By-law Requirements

The Board actions are not in compliance with the following two items in the Foundation by-laws:

1. The Board currently elect for the office of Vice President. The by-laws state the office is Secretary.
2. The Board currently has 20 Foundation Directors. The by-laws state that the number of directors should be an odd number.
3. The by-laws do not contain a sexual harassment and anti-discrimination statement.

Ms. Wynne will recommend the following:

1. Elect Ms. Rhonda Bryant to serve as Secretary. Ms. Bryant currently serve as Vice President.
2. Contact present Board members to determine willingness to serve
3. Include the following statements in the by-laws:

**RECOMMENDATION: Approve recommendations as presented**

Harassment on the basis of a protected characteristic is a violation of the federal anti-discrimination laws. The Everman Education Foundation has an affirmative duty, under Title VII, to maintain a working environment free of harassment on the basis of sex, race, color, religion, and national origin.

The Everman Education Foundation prohibits discrimination, including harassment, against any person on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law.

Motion: Turntine

Second: Balch

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Foundation Liability Insurance

The By-laws require that the Foundation has in place liability insurance that covers the Foundation and the Foundation Directors. The Foundation has not had liability insurance to this date. Ms. Wynne will present in the meeting a quote for liability insurance that will cover both the Foundation itself and the Board of Directors and Coordinators.

**RECOMMENDATION: Approve recommendations as presented**

Ms. Wynne presented a recommendation to obtain liability insurance as required by the Everman Education Foundation By-laws.

She shared the following:

\$1345 cost of policy

1 million dollar policy

Covers board of directors and coordinators

Coverage for all events

Motion: Balch

Second: Turntine

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Endowed Scholarship Program Report

Information on the Endowed Scholarship Program will be presented for annual review and approval as follows:

*Scholarships for EISD graduating seniors for post-secondary education are administered by EISD Education Foundation and are intended to recognize and reward EISD students exhibiting model citizenship, academic achievement, and additional criteria specified by the scholarships' donors.*

Approval of the Endowed Scholarship Award Recipients 2019-20 as recommended by the JCB High School Selection Committee will take place at the June Board meeting.

**RECOMMENDATION: Approve the recommended Endowed Scholarship program for 2019-20**

Ms. Wynne presented the scholarship program for the spring, 2019. The recipients' names will be provided at the June meeting. Additionally, Mr. Gainer asked to move the Parks Scholarship back to a foundation scholarship. He shared that Ms. Parks provides money when students need it even not through scholarships, if a need arises. She is willing to be flexible to give other awards. Mr. Gainer also addressed the Judy and Ed Furche scholarship and recommended moving it to the school district for oversight.

Three motions:

- 1) Approve scholarship program as presented
- 2) Move the Parks Scholarship to the Foundation
- 3) Move Judy and Ed Furche to district scholarship after this year

Motion: 1) Macaulay 2) Amos (3) Gainer

Second: 2) Turntine 2) Balch (3) Balch

Vote: Unanimous

## 2019-2020 Joe C Bean Scholarships

### Foundation Scholarships

#### Everman Education Foundation Scholarships

- Dual credit scholarships awarded during fall and spring semester

#### The Jerilyn K Pfiefer Endowed Scholarship

- Two \$250. Scholarship
- Application is on website
- Due April 23

#### The Bertha Lee Souder Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23

#### The Dr. John and Mrs. Polly Townley Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23

#### The Sarah Beth Yarbrough Endowed Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23

#### The Joe C. and Patricia A. Bean Endowed Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23

#### The Judy and Ed Furche Family Endowed Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23

#### The Sedalco Construction Services Scholarship

- One \$250. Scholarship
- Application is on website
- Due April 23



## **2019-2020 Joe C Bean Scholarships**

### **District Scholarships**

#### **The Phillip Parks and Parks Family Scholarship**

- One \$3,500. Scholarship - \$2,000 in the first year – paid \$1,000 per semester; \$500 each fall of the following three years)
- Application is on website
- Due April 23

#### **The Maggie Stevens Scholarship**

- One or two \$500. Scholarship
- Special Education Student
- Due April 23

#### **The Paige Brynn Scholarship**

- One \$250 scholarship
- Early College High School Students
- Due April 23

#### **District Scholarships not funded in 2019**

Felicia Bryant Scholarship

Robert “Bob” Scholarship

The Edward Family Scholarship

The Sear Family Scholarship

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Annual Review of Strategic Plan

Mission Statement:

*It is the mission of the Everman Education Foundation to provide support and funding for learning enrichment and teaching excellence in the school district.*

Five Year Vision Statement:

*In 2019-2020, the Education Foundation will –*

- *Be a vibrant and robust organization with history, legacy, and clear future vision*
- *Have \$1,000,000 in a permanent corpus in North Texas Community Foundation*
- *Support EISD Mission Statement in producing graduates who are competitive globally*

**RECOMMENDATION: Approve Foundation Strategic Plan**

Ms. Woodward recommended to add to the strategic plan objectives regarding long term budget needs.

Motion: Turntine

Second: Macaulay

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Janet Wynne

In Re: Purchase of Laptop and Software

Ms. Wynne will present a quote for a laptop and Adobe Pro software for Ms. Stevens. She will use this in Foundation work. She has been using a borrowed computer since she began working for the Foundation.

**RECOMMENDATION: Approve the quote for the computer and Adobe Pro software as presented**

Motion: Gainer

Second: Balch

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: April 24, 2019

To: Board of Directors

From: Maggie Stevens

In Re: Spring Fund Raising Report and TEFN Conference Update

Ms. Stevens will present reports on the following fund raising activities:

1. TEFN Conference Update
2. Restaurant Nights Report
2. Cowgirl Museum Dinner Report and Debrief
3. Golf Tournament Plan

**RECOMMENDATION: Approve report as presented**

Ms. Stevens reported on the TEFN conference. She reported that the coordinators would be working on updating the Everman Education Foundation policy book to bring to the Board in June. She shared that she and Ms. Wynne would be meeting with Dr. Amos and Ms. Woodward to discuss the policy book prior to the June meeting.

Ms. Stevens presented information regarding Foundation fundraisers. The restaurant nights did not produce significant funds. Ms. Woodward said she would rather see businesses approached rather than restaurant nights. After discussion, it was decided to discontinue them. Ms. Stevens reported that the spring dinner generated \$14,373.98. It was suggested to invite dual credit alumni to future events. Ms. Stevens presented information about the upcoming golf tournament. She asked board members to serve on committees to prepare for the tournament. She said that our goal for the tournament is 22 teams. The cost is \$125 per individual. The cost to Mira Vista is \$75,

Motion: Balch

Second: Turntine

Vote: Unanimous