

**EDUCATION FOUNDATION  
SUMMER QUARTERLY MEETING  
ADMINISTRATION BUILDING BOARD ROOM  
THURSDAY, JULY 26, 2017  
NOON**

**Minutes**

Meeting was convened at 12:18.

- I. Invocation given by Joee Gainer
- II. Minutes of Previous Meeting
- III. Reports
  - A. Financial Reports
    - 1. Quarterly Financial Reports
    - 2. Update on IRS tax exempt status/990 Filing
    - 3. Nancy Jones representing North Texas Community Foundation
  - B. Dual Credit Enrollment Reports
    - 1. Projected Fall 2017 Enrollment Update
- IV. Discussion and Possible Action Items
  - A. Board of Director Recruitment Update
  - B. Dual Credit Scholarships
  - C. Mini/Research Grant Awards
  - D. Annual Review of Strategic Plan
  - E. Update on EISD District Community Luncheon
  - F. By-law review and website review
  - G. Fall Foundation Plan of Action
- V. Other Business
- VI. Information Items
  - A. Calendar

October 25, 2017 Fall Quarterly Meeting  
January 31, 2018 Winter Quarterly Meeting  
May 16, 2018 Spring Quarterly Meeting  
(May adjust date due to testing calendar)  
July 25, 2018 Summer Quarterly Meeting

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Minutes of May 17, 2017 Meeting

Attached are the proposed Minutes of the May 17, 2017, Foundation Meeting for your consideration and review.

**RECOMMENDATION: Approve Minutes of May 17th Board meeting as proposed.**

Motion: Balch

Second: Bryant

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Quarterly Financial Report

Mr. Gainer will present the Quarterly Financial Reports as follows:

1. Financial Statements

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

Mr. Gainer presented the attached financial report which reflects a balance of \$770,000. There is North Texas Foundation endowment balance is \$340,000. Oil and gas revenue remains an issue.

Attached are documents Mr. Gainer provided in his presentation.

Motion: Sewell

Second: Balch

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Annual Report of 990 Filing

Mr. Gainer will report on the IRS Tax Exemption status/990 filing.

**RECOMMENDATION: Approve as proposed.**

Mr. Gainer reported that this is an ongoing project. He is working with a national CPA firm. The firm has submitted a writ of determination. Ms. Woodward asked about fees. Mrs. Gainer stated that no foundation money has been used for fees. A private donor provided the funds for filing fees. Additionally, work has been traded for work with an oil and gas company.

Mr. Gainer kept his report brief due to the size of the agenda. He did offer to discuss issue with any Board members after the meeting.

Motion: Bean

Second: Balch

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: North Texas Community Foundation

Ms. Nancy Jones representing the North Texas Community Foundation will be attending the meeting. The Board will have the opportunity to ask questions and offer comment regarding the participation in the NTCF.

**RECOMMENDATION: No action required**

Ms. Jones presented information about the North Texas Community Foundation in general. She expressed that the endowment process that was established within the Foundation was a legacy of Dr. Pfeifer's. The Everman Foundation is one of a few districts who have participated in this process.

She reported that the Foundation's investment has grown from \$250,000 to \$338,429. Of that amount, \$25,231. is spendable, but historically the Foundation rolls it over to the investment. Currently, the Foundation funds are invested by Mason Investment Advisory Service.

Ms. Jones requested success stories of students who have received dual credit scholarships from the Foundation. Ms. Wynne agreed to provide Ms. Jones some stories including some of the certified welders who were recipients.

Ms. Jones suggested that we investigate an approach to planned giving. She also recommended any gift over \$5,000 should be automatically invested in the endowment.

Attached are documents Ms. Jones provided in her presentation.

Motion: None

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Enrollment Report

Mrs. Macaulay will present a report on the Dual Credit Projected Fall 2017 Enrollment.

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

An attachment is included which is the dual credit report that reflects 105 dual credit students enrolled for the fall semester. The cost of scholarships is \$40,100.

Motion: Gainer

Second: Furche

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Board of Directors Resignations/Recommendations

Board members Sue Kelley and Guillermo Barrera have submitted their resignations from the Board. Ms. Kelley resigned by phone and Mr. Barrera, by letter. Additionally, Ms. Lyndsaе Benton and Dr. Melvin Bedford are no longer employed in EISD. Vicky Garza also submitted her resignation by email. Ms. Wynne would like to send a letter of appreciation of service on behalf of the Board to these past Board members.

Attached you will find forms detailing information regarding candidates that are being recommended for consideration for filling positions on the Foundation Board of Directors. Additionally, Jason Miller has joined EISD to serve as principal of Joe C. Bean High School. He will replace Dr. Bedford's position on the Board.

Additionally, an updated chart with current Board members is attached for review by the Board.

**RECOMMENDATION: Approve the above resignations and the following recommendations for Foundation Board Directors**

- 1. Jason Miller**
- 2. Lyle Blanchard**
- 3. Michelle Marlow**

Motion: Gainer

Second: Sewell

Vote: Unanimous



Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Endowed Scholarship Program

Ms. Macaulay will present a list of Foundation Endowed Scholarship Award Recipients for approval. These recipients are recommended by the Joe C Bean High School Selection Committee.

**RECOMMENDATION: Approve scholarship list as presented.**

Attached are documents Ms. Macaulay provided.

Motion: Balch

Second: Bryant

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Everman ISD Foundation Educator Mini Grant Program 2017-18  
Everman ISD Foundation Cathy Sewell and Jennifer Samuel Educator Grant Program 2017-18

The following grant applicants for Foundation funded educator grants are recommended for approval:

Cathy Sewell Educator Grant: Holly Gannaway – Souder Robotics Club

Jennifer Samuel Educator Grant: Christina Withers – Flexible Classroom

Educator Mini-grant: Robyn Shelton – Math Literacy Library

Educator Mini-grant: Michelle Tate – Wobble and Wiggle While You Work!

**RECOMMENDATION: Approve grant winner recommendations as presented**

Motion: Balch

Second: Bean

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Annual Review of Strategic Plan

Ms. Wynne will lead the Board in a review of the present strategic plan.

Mission Statement:

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

Five Year Vision Statement:

*In 2019, the EISD 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 Community Foundation of North Texas*
- *Support EISD Mission Statement in producing graduates who are competitive globally*

**RECOMMENDATION: Approve Strategic Plan for 2017-18**

In discussing the strategic plan, Ms. Woodward asked questions regarding setting percentages for permanent corpus to assist in attaining goal of \$1,000,000. This item will be on the October agenda.

Motion: Fuerche

Second: Randel

Vote: Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: Update on EISD District Community Luncheon

MS. Wynne and Mr. Amos will present information regarding the Foundation's participation and support of the EISD District Community Luncheon.

**RECOMMENDATION: Approve the Board participation in the EISD District Luncheon**

Ms. Wynne shared about the Superintendent's luncheon set for August 2, 2017. Over one hundred business and community leaders have been invited to the luncheon. Ms. Wynne was invited by Mr. Amos to speak at the luncheon on behalf of the Foundation. Foundation Board Members are invited to attend.

Motion: No action needed

Second:

Vote:

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: July 26, 2017

To: Board of Directors

From: Janet Wynne

In Re: By-law review and website review

Foundation Board member Sara Woodward conducted a side-by-side review of Everman ISD Foundation by-laws with Mansfield ISD Foundation bylaws. The results of the review will be presented.

Foundation Board member Rhonda Bryant, consultant Lonnie Massey, and Ms. Wynne met to discuss the Foundation website and to devise improvements and expansion of the website. A list of website action will be provided.

**RECOMMENDATION: Approve by-law and website recommendations**

Ms. Woodward presented a review of the Foundation by-laws. Her findings are included in an attachment. She stated that the by-laws are very similar to other by-laws of non-profits. They are less restrictive.

It was recommended that an annual internal audit be conducted. Additionally, the by-laws require Director's insurance. Mr. Gainer will explore this and report back to the Foundation.

On the October agenda, Ms. Woodward and Ms. Wynne will provide definitions of special and standing committees.

The item was tabled to the October Board meeting. No action was taken.

Motion: No action taken

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: May 17, 2017

To: Board of Directors

From: Janet Wynne

In Re: Fall Foundation Plan of Action

Ms. Wynne will present a report on summer progress on Foundation activities and a recommended fall Foundation plan of action which will also include recommended fundraising activities.

**RECOMMENDATION: Approve fall plan of action**

Ms. Wynne presented a Foundation fall plan of action which included fundraising activities for the year which include employee campaign in the fall, a community event in the spring, and a golf tournament in the spring. Ms. Woodward asked for a golf tournament plan to be developed.

Motion: Balch

Second: Blanchard

Vote: Unanimous