

The Learning & Liberty Foundation
Meeting Minutes
September 5, 2013

ATTENDANCE

Committee Members Present: Joseph Albrechta, Art Buccci, Dr. Jessica Clarke, Jackie Dowell, Dr. Charles Hull, Robert Joerg, Shantel Laird, Tracy Lytle, Dr. Traci McCaudy, Robert Overmyer and Nancicarol Wolesslagel

Not Present: Laura Baumann, Valerie Bixler, Cindy Boggs and Cindy Young

AGENDA / MINUTES

Welcome and Introductions

- I. Approval of June 6, 2013 Meeting Minutes*
- II. Treasurer's Report*
 Audit
- III. Executive Committee Report
- IV. Old Business
 - 1. Gold Medal Banquet Traci
 - Final Expenditure Report
 - S.C. Communities Foundation Sponsorship
 - 2. Scholarship Donation from Don Miller Traci
 - 3. Donations and Grants Cindy and Jackie
 - New Teacher Orientation
 - Staff Visitations
 - 4. Committees Traci
 - 5. Records Disposition Bob and Faye
 - 6. Web Page Updates Traci
- V. New Business
 - 1. Election of Officers* Traci
 - 2. Meeting Dates for 2013-2014* Traci
 - 3. Annual Report & BOE Meeting Traci
 - 4. Committee Reports
 - Fundraiser Joe
 - Gold Medal Banquet Traci
 - Scholarship Dr. Hull
 - Students of the Month Program Approval* Tracy

1. The June 6, 2013 minutes were reviewed. A motion to accept the minutes was made by Shantel; seconded by Dr. Hull. Motion carried.

2. The Treasurer's Report was presented. A fiscal year-end report and the August report were presented. An account has been created for the Ross High Scholarship. A motion to accept the reports was made by Art; seconded by Nancicarol. Motion carried.

- The audit for 2012-2013 has been completed. A few minor findings with the report have been corrected.

3. The Executive Committee minutes were reviewed.

4. Old Business

- Gold Medal Banquet
 - Final Academic Olympic and banquet expenses were reviewed.

- Traci shared a letter to Sandusky County Communities Foundation representatives regarding possible co-sponsorship of the Gold Medal Banquet next year.
 - Donation - A letter of appreciation was sent for the Don Miller donation to the Ross High Scholarship Fund.
 - Staff Visitations - Jackie and Cindy attended New Teacher Orientation and have begun their visits to all buildings.
 - Committees – Chairpersons can ask Faye to assist with sending out notices for their committee meetings.
 - Records Retention – It was discussed the foundation follow state policies for retention and suggested that the past 7 years records should be kept as hard copies and remainder scanned for storage. Traci will consult District counsel regarding whether foundation follows their records retention schedule.
5. New Business
- Election of Officers – It was recommended by Executive Committee that the current slate of officers remain. Dr. McCaudy will hold the offices of President and Secretary. A motion to accept the slate of officers was made by Dr. Hull; seconded by Art Buccci. Motion carried.
 - Meeting Dates – Grant approvals could be made by e-mail if a vote is needed but it is preferred that an additional meeting be set if needed for this purpose. A motion was made to accept the 2013-2014 meeting dates by Nancicarol; seconded by Tracy. Motion carried.
 - Annual Report – Joe will attend a BOE Meeting to present the Annual Report.
 - Committee Reports
 - Fundraiser – plans are developing for the wills fundraiser; considering a \$1500 donation request; final approval will be needed by the foundation trustees.
 - Students of the Month – The foundation agreed to continue this program. A motion was made to purchase \$1100 in book store gift cards for this program by Art; seconded by Nancicarol. Motion carried.
 - Scholarship – the committee should present the recommendations for the Dave Brickner Scholarship at an upcoming foundation meeting.
- Meeting adjourned.