Hermosa Beach Education Foundation

Board Meeting Minutes

Tuesday, July 9, 2013

**Attendees:**

Allison Ludlow Amy Nachman Schmargen Brian Ledermann Cindy Butler Courtney Unser Dan Inskeep Dawn Crawford

Dina Stern Donna Gin Gloria Vialpando Heather Meugniot

Jennifer Forier Jessica Walls Kim Bailey Kimberly Konis

Laurie Baker Lynn Barr Maggie Curtis Michelle Weissenberg

Monique Vranesh Nicole Perez Pat Escalante Patrick Goshtigian Patti Ackerman Stephanie Bell Suzy Stouder Zipporah Kiger

**Board Members Not Present:**

Brian Parker Carol Herschelman Cathy Barrow Cristina Kabealo Cyndi Wills Debra Luckey Doug Gneiser Gia Busse

Greg Roth Heather Olson Jenny Fix Karen Buchhagen Kimberly Taylor Mary Delk Shelby Gonosey Sylvia Gluck

**Call to Order**

Meeting called to order by Stephanie Bell at 7:33pm

**Flag Salute**

**Approval of Minutes**

Brian Ledermann made a motion to approve the June 11, 2013 minutes. Dan Inskeep seconded the motion. Motion carried by voice vote.

**Executive Board Reports**

Stephanie Bell, President

Nothing to report.

Brian Ledermann/Amy Nachman, Operations - Policy and Procedures

Brian and Amy presented a draft of the revised bylaws and reviewed the proposed changes. The revised bylaws will be voted on at the September 24, 2013 Board Meeting.

Jennifer Forier, Secretary

Jennifer is still working to collect Commitments and Expectations forms from all HBEF Board member. Jennifer also passed around the snack sign up sheet for the 2013-14 HBEF meetings. Jennifer is working to update the HBEF roster 2013-14.

Dan Inskeep, Treasurer

(Michelle reported since she had prepared the books to date. Dan will begin presenting at the next meeting.) Michelle reviewed how the money earned during the annual fundraising of the HBEF is allocated. $15,000 is set aside each year for teacher grants. For all traditional fundraising efforts that occur each school year, 80% of the profits are ultimately donated to the school district along with the Annual Appeal monies. The other 20% of profits are placed in an endowment fund. Each year a small operating budget is carried over as well. This year the 80% to be donated to the HBCSD totals $223,233. The 20% to go to the endowment is $55,808.

Patrick Goshtigian, CIO Investments

Patrick presented the Portfolio Asset Allocation as of June 30, 2013 for review. The portfolio showed a 5.3% total return. This is slightly lower than the benchmark (7.3%). Ending market value is $1,104,827. Overall, the endowment was up $55,367 for 2013.

Maggie Curtis and Shelby Gonosey, Annual Appeal

Shelby was not in attendance.

Maggie reported that the Annual Appeal raised $596,627. 62% of the families participated in the Annual Appeal. This is the highest amount raised and the highest percentage of participation to date.

Kimberly Konis, Fundraising

Kimberly is preparing to support the event chairs in 2013-14. She has prepared notebooks for the Wine Walk Chairs and the Back To School Picnic Chair.

Heather Olson, Sponsorships

Heather was not in attendance.

Laurie Baker, Public Relations

Laurie is working on setting up the constant contact account for the HBEF. Laurie will be sending out the July and August Hang 10 emails. She is also working to make sure the HBEF website is up to date. Laurie will be sending out the annual HBEF newsletter in August. HBEF has 338 Facebook friends.

**Activities Completed for 2013-2014**

**Board Action**

The board voted on two items: 1) authorizing the Treasurer to transfer all available funds to the district for use as presented by Superintendent Pat Escalante. This grant is in the amount of $223,233. 2) how to allocate the $100,000 gift to the HBEF.

District Grant

Pat Escalante did not have numbers ready to present. Stephanie Bell emailed the numbers to the Board on July 15, 2013. The Board voted via email to authorize the Treasurer to transfer all available funds to the District for use as presented by Mrs. Pat Escalante. Pat requested $108,000 for Elementary School Science (grades 3-5), $71,288 for School Libraries and $43,945 for 1-5 PE Program. This represents a grant of $223,233. Stephanie reported the vote passed on July 19, 2013.

Allocating the $100,000 gift to the HBEF

Heather Meugnoit made a motion to allocate the full $100,000 to the endowment fund. Dan Inskeep seconded the motion. Motion carried by voice vote.

**Other Reports**

PTO, Greg Roth

Greg was not in attendance.

Superintendent, Pat Escalante

Pat is preparing for the School Board’s Superintendent evaluation. As she reflects on all she has done this year she is pleased at the state of our district, especially in comparison to surrounding districts. The open dialogue between the HBEF and the HBCSD is a part of the district’s success.

School Board Representative, Patti Ackerman

Portables have arrived at both Valley and View. Patti attended a common core conference and learned about the new STAR testing format. The test will be computer based. The School Board will have three seats up for election in November. The next School Board Meeting will be held on Wednesday, July 10, 2013 at 7pm. School Board Meetings are held the 2nd Wednesday of every month.

View and Valley Principals, Sylvia Gluck (View) and Kim Taylor (Valley)

Sylvia Gluck was not in attendance.

Kimberly Taylor was not in attendance.

Valley Teacher Representatives, Cathy Barrow (6-8) and Mary Delk (3-5)

Cathy Barrow was not in attendance.

Mary Delk was not in attendance.

View Teacher Representative, Gia Busse (K-2)

Gia was not in attendance.

**Roundtable/Questions/Guests**

**Calendar**

Upcoming 2013-14 HBEF Events

September 13, 2013 – Back To School Picnic

October 8, 2013 - HBEF Fall Mixer

October 19, 2013 – Wine Walk

October 27, 2013 – Skecher’s Pier To Pier Walk

December 1, 2013 - Santa Photos at gum tree 10-4pm

December 8, 2013 - Santa Photos at gum tree 10-4pm

January 29, 2014 - Mom’s Nights Out at The Comedy and Magic Club

March 22, 2014 – Hearts of Hermosa

Upcoming 2013-14 HBEF Meetings

September 24, 2013 – 7:30pm in Valley MPR

November 12, 2013 – 7:30pm in Valley MPR

January 14, 2014 – 7:30pm in Valley MPR

March 11, 2014 – 7:30pm in Valley MPR

May 13, 2014 – 7:30pm in Valley MPR

June 10, 2014 – 7:30pm in Valley MPR

July 8, 2014 – 7:30pm in Valley MPR

**Adjournment**

Stephanie Bell adjourned the meeting at 8:25pm.

Respectfully submitted by Jennifer Forier