



FOUNDATION

FOR

RUSHFORD-PETERSON SCHOOLS

Foundation for Rushford –Peterson School Meeting Minutes

Friday April 19th, 2013 12:00pm R-P school upper library

- In attendance – Alan L, Lucille P, Roger M, Dale E, Brad H, Chuck E, Greg S, Robin H, Jenny H
- Not in attendance – Lisa Lawston, Lisa Ledebuhr

- Secretary Report was approved

- Executive Director Position – This position is not able to be funded by School. We discussed moving forward with advertisement for a volunteer position, with possibility of it becoming a paid position in the future. Once press release is public, we will enlist the help of Ron Witt to possibility interview a few foundation folks and do an article about the need for this position. We will also include details on the website.

- It was also brought to the Foundation’s attention that Greg Smith, as a representative of the R-P School Board, is not able to serve as Foundation treasurer. Roger Metz was nominated as Treasurer.

- Press Release Review – Chuck and Lisa will work on the first press release. This should include an emphasis on the opportunity for planned giving. There will be a series of releases in the following order:
 - Initial press release announcing the formation of the foundation
 - Scholarship recipients press release with including photo of Foundation President awarding the scholarships
 - Ron Kjos scholarship with photo

These will be sent to Winona Daily News, Rochester Post-Bulletin, Fillmore County Journal, Tri-County Record and be listed on our website.

- Website Review
 1. Received more photos from Lisa Lawston – Alan noted that we need to caption pictures on the site. We will work on doing that.
 2. Foundation Board Members picture will be included on that page. Maryann Metz will take a group photo at our next meeting on May 10.
 3. Email address of all board members will be listed on the website
 4. Scholarship winners will be posted with photos
 5. A donor’s section will be added to the site.
 6. Meeting minutes will be added to the site
 7. We will create a .pdf donation form on the web that can be printed off and sent to a foundation mailing address.

- **Scholarship applications were reviewed – There were six (6) scholarships received and because we had so many good applications, it was difficult to decide. The scholarships were rated on content, ideas and quality of writing. Lucille Peterson very generously decided to fund a \$500 scholarship herself, followed up by Roger Metz offering to donate \$500 as undesignated funds, and finally Chuck Ehler and Greg Smith agreed to each donate \$250 towards a scholarship. This allowed us to award three (3) scholarships to very deserving recipients. The following were awarded (in no particular order):**

- **Kaitlyn Thelen**
- **Amy Todd**
- **Ruth Lee**

All six will receive a thank-you letter for submitting applications, and those awarded scholarships will receive specific information about how the funds will be dispersed. The initial \$250 will be dispersed to the student upon proof of first-term registration to their college or university. The final \$250 will be dispersed to the student upon proof of registration for their second-term.

- **Other items –**
 - **We need to create a thank-you/gift is tax-deductible template for Roger to use when receiving donations.**
 - **Greg Smith had the idea that if we had a plaque where names of donors could be displayed it may incent members of the community and businesses to donate. A sub-committee was formed to explore that idea. Those included in the sub-committee are Chuck Ehler, Robin Honken, Greg Smith, Roger Metz, Alan Lipowitz. Chuck will check with neighboring foundations to see what they do. Robin will check with WSU and with Susan Eddy. This sub-committee will meet Thursday, April 25th at 5:30 in the upper library of the school.**
 - **Jenny H thought we should also explore the possibility of providing financial aid to student who can't afford to do such things as driver's ed and other things due to financial limitations. This idea will be explored at the next meeting.**
- **Meeting was adjourned at 1:10.**

***Next Meeting will be Friday, May 10th at noon in the upper library. Reminder, we will have our group photo taken at that time, so please try to be in attendance. Again, lunch will be available in the cafeteria...please feel free to come early and grab a tray.**