



FOUNDATION

FOR
RUSHFORD-PETERSON SCHOOLS

Board Meeting Minutes **September 6, 2019 | 8:00 a.m.**

Present: Sally Ryman, Lisa Lawston, Jenny Helgemoe, Joyce Iverson, John Linder, Claire Olstad, Jo Anne Agrimson, Kathy Wade, Donna Boyum, Jen Hengel, Jon Thompson, June Vitse and Brenda Tesch.

The meeting was called to order by President Ryman at 8 a.m.

Agenda. Motion to approve by Wade; Seconded by Lawston. Motion carried.

Minutes. Meeting minutes from the August 2, 2019 meeting and the email meeting to pay three bills on August 21, 2019 were reviewed. Motion to approve by Iverson; Seconded by Olstad. Motion carried.

Financial Report

There is over \$5,000 remaining in the school enhancement fund and designated for music. The Board thought it appropriate use of these dollars to contribute towards the cost of moving the Steinway piano, donated by the family of the late Sandra Myhro, from New York to Rushford. Superintendent Thompson expects that it will be approximately \$2,000.

The mailer activity as well as the BLT and Junior BLT were included in the treasurer's report. The scholarship monies have all been received. Payments will be made in January.

Ryman questioned the success of the summer "every door direct" mailer. It cost \$900 and we have received \$700. It was suggested that the Rushford Community Foundation's bulk mailing permit could be used if we choose to send an enveloped mailing in the future and include a self-addressed envelope to encourage more returns. Ryman questioned the timing of the mailer. Lawston suggested we complete the mailer during the school year rather than summer. Iverson asked whether the mailer went out at the same time we had originally done the student telephone fundraiser. It was delayed. Marketing will be on the agenda for our November meeting. Moved by Lawston; Seconded by Wade to accept the financial report. Motion carried.

Second Student Representative

Three students were recommended during our August meeting. Lawston offered to work with Helgemoe to reach out to all juniors to see who is interested. Jake Timm has also talked to a student about serving on the board. Helgemoe will present the opportunity to all juniors. Wade, Lawston and Helgemoe will interview those who apply and make a recommendation to the Board. Input at meetings and participation in our fund-raising activities are important parts of representation and will be made clear to the students who are interested.

Angel Fund: As discussed at the last meeting, Agrimson drafted a letter that was sent to teachers informing them about the Angel Fund.

Principal Shepherd and Superintendent Thompson request payment of: \$105 to cover the daily snack (\$50) and milk (\$55) fees for two students for the full year. The check for \$105 should be payable to R-P Schools. Moved by Olstad; Seconded by Boyum to cover these costs using the Angel Fund. Motion carried.

In the past, the Foundation has relied upon the administration to relay student needs directly to the Board. Establishing guidelines for the use of the Angel Fund was discussed. Hengel received information about Winona County's Family Flex Fund and Out-of-School Activity Scholarship programs, including guidelines we might want to consider for the Angel Fund. The Board agreed the Angel Fund procedures should be kept simple, while ensuring funding for students' needs is fairly applied. The school will approve the request, and the Foundation Board will approve the payment. The Board prefers to have the requests for monies made as they occur rather than all coming at the end of the school year. There was discussion about covering lunch fees and caps on amounts per student. Ryman asked Thompson to work with school staff to create some guidelines to enable the Angel Fund to meet the needs of students; to have transparency about the fund and its purpose; and to be easy for staff members to use. All agreed that there should be some discretion when submitting requests because some circumstances do not "fit" guidelines.

BLT and Junior BLT: The committee met following the BLT and noted things that went well, things we should improve, and most importantly, decided to hold it one more year. Wade has done a fantastic job the last two years but has decided not to take the lead next year. Tesch will chair the committee. Dates are:

Sunday, July 19, 2020 - Junior BLT (name potentially changing) will be during Rushford Days again. It will start at 1:00 p.m., provided it fits with Rushford Days' scheduled activities.

Saturday, August 15, 2020 - Bluff Land Triathlon with the same routes and chip timing as this year. It will start a half-hour earlier with a 9:00 a.m. start time.

Financial reports on the two fundraisers showed that sponsorships bring in the majority of funds, although participant income continues to increase. Thrivent Financial donations through gift cards totaled \$750.

Fall Feast, October 12, 2019 - This event is scheduled for Il Luigi's. We need to find out if they can still handle it due to their staffing situation. The owner reported that they were re-staffing and re-opening later in September. If a secondary site is needed, we could check Ferndale to see whether this is possible.

Motion to adjourn made by Vitse; seconded by Olstad. Motion carried. Meeting adjourned at 8:59 a.m.