



Foundation Board of Trustees Meeting
Monday, October 26, 2015
4:30 p.m. Seminar Room

Members Present: Tom Allen, Pat MacDonald, George Marin, Steve Seu, Linda Heiberger, Art Levinowitz, Gary Felme, Cindy Rotelle, Silvia Diaz, Roseann Nyiri, Chris McDermott

EASTERN Staff Present: Amy Shields, Joe Greb, Irene Dickinson

1. Meeting was called to order at 4:45 p.m. by George Marin. George welcomed our new Foundation member, Silvia Diaz, from Wisler Pearlstine, LLP.

George also noted that this is Pat MacDonald's last meeting. George thanked Pat for all that she has done for the Foundation over the years. Pat has agreed to stay on a volunteer when needed/available.

2. **Review and Approval of Minutes – September 28, 2015**

George Marin asked for a motion to approve the minutes. *Chris McDermott made the motion to approve and Cindy Rotelle seconded the motion. The minutes were unanimously approved.*

3. **Approval of Financial Reports**

Irene Dickinson provided a summary of where the Foundation currently stands regarding our financial statements. Steve made the motion to approve the financial reports, and George seconded the motion. These were unanimously approved.

Irene presented the Form 990 prepared by Dreslin, EASTERN's CPA. This was reviewed by George Marin, Steve Seu, Linda McAlpine and Irene. Chris McDermott made the motion to approve the Form 990, and Cindy Rotelle seconded the motion. It was unanimously approved.

4. **Approval for purchase of frames for COA Student Artwork**

Amy Shields asked for approval to purchase frames to Commercial Art student artwork donated to the auction. Tom Allen motioned to approve, and George Main seconded the motion. This was unanimously approved.

Amy made the purchase at AC Moore on Tuesday, October 27, 2015.

5. **Election of Officers**

Steve noted the Foundation officers are seeking to stagger the leadership positions on the Foundation Board. They are looking to have members take over the President, Vice President, and Treasurer Positions over the next few years.

George Marin nominated Roseann Nyiri as President. George made the motion, Cindy Rotelle seconded the motion. It was unanimously approved. George noted that the Foundation Auction on November 6, 2015 will be his last official act as President.

Roseann accepted the position of Foundation President, and noted her desire to expand our committee and lighten the work load.

6. Membership

Tom Allen suggested that Amy contact Jenna Hoffmaster at Wordsworth Academy to see if she would be interested in joining the Foundation Board. She is a graduate of EASTERN's Culinary Arts program.

Tom noted that Bob Milrod is slated to become the next Superintendent of Record and will be replacing Marykay Feeley, and that Susan Hoffman is slated to become the next EAC Chairperson, replacing Earl Saurman.

7. Update of Fundraiser Registration, Ads, and Auction Items

Amy informed the Board that at the time of the 10/26 Foundation meeting there were only 25 registrations.

Steve also noted that five volunteers from Kohl's are coming and we will get a \$500 grant from Kohl's this year.

Steve also noted that Ad Book sales were lower this year, most likely due to the fact that our Open House Ad Book was done in the same calendar year.

Linda Heiberger noted that she will be at EASTERN packaging auction items on Thursday, Oct. 29 from 10 a.m. on; Monday, November 2 from 11 a.m. to 3 p.m.; Wednesday, November 4 from 1 – 4 p.m.; and Friday, November 6 from 1 p.m. on.

8. Sales Tax Exempt Status – Irene Dickinson and Amy Shields

Amy noted that the Tax Exempt letter was received on October 5, 2015, and was given to the Business Office.

9. New Business

Steve noted that the Commercial Art student who designed the invitations also designed a t-shirt so that student helpers could be identified throughout the evening. He asked if the Foundation Board would consider approving the purchase of these shirts for volunteers.

Tom Allen made the official motion, and Chris McDermott approved. These shirts were \$5 each and 30 were purchased.

10. Meeting Dates: (all meetings are held at 4:30 p.m. at EASTERN)

- November 6, 2015 – Foundation Fundraiser
- November 23, 2015