



Foundation Board of Trustees Meeting
Monday, September 26, 2016
10:30 a.m. – EASTERN Seminar Room

Members Present: Tom Allen, Linda Heiberger, George Marin, Steve Seu
EASTERN Staff Present: Amy Shields, Joe Greb

1. Meeting was called to order at 4:45 p.m. by Steve Seu.

2. **Review and Approval of Minutes – July 18, 2016**

Steve Seu asked for a motion for all present members to approve the July 18, 2016 minutes. Linda Heiberger made the motion to approve, and Tom Allen seconded the motion. The motion was unanimously approved by all members present. Via email on 10/4/16, Gary Felmey, Roseann Nyiri and Cynthia Rotelle approved the minutes.

3. **Approval of Financial Reports – Irene Dickinson**

Roseann Nyiri asked for a motion to approve the financial reports and list of bills. Steve Seu made the motion to approve, and George Marin seconded. The motion was unanimously approved by all members present. Via email on 10/4/16, Gary Felmey, Roseann and Cynthia Rotelle approved the minutes.

4. **Membership**

Steve informed that group that Roseann would like to see the Foundation membership increase to 15.

Tom Allen has agreed to touch base with Karen Wiley Sandler on a replacement for her from Penn State.

George Marin suggested that we contact Marie Hartlein from Montgomery County Community College – Computer Network Administration Occupational Advisory Committee member.

Steve noted that we still need a former student. He also informed the group that Cindy has agreed to remain on the Board for another term.

Amy Shields suggested reaching out to alum, parents, advisory committee members on Facebook and Twitter.

Tom Allen will reach out to Curtis Griffin to attend the October meeting.

5. **Update on follow-up to Awards Winners**

Amy noted that there was little feedback from the follow-up email to the parents of Award Winners.

Amy noted that a parent inquired about holding a 31 party to benefit the Foundation. The Foundation would get a portion of the proceeds, as they do with fundraisers at Jerzee's and Mike's.

All members present said to let the parent know that it is ok to move forward with the party. Amy let the parent know about the approval on October 4.

6. Update on Credit Card Contributions

To date, there have been \$537.20 donated in online contributions.

The Foundation Board asked that this report remain on the agenda for each meeting.

7. Giant A+ Rewards Program

Amy provided the Giant A+ form to all members present.

8. Report on Parents Night – Linda Heiberger

Linda Heiberger noted that she and Roseann Nyiri received 23 signed Giant A+ forms.

Amy asked that all Foundation members check and confirm their registrations.

9. Review of Fundraising Plan and Timelines

Amy asked the group to review and approve the Superintendent and Principal contribution letters. The letters were reviewed and approved by all members present.

Amy updated the past contributor letter and will send this out once the database is finalized and the letters are personalized.

Steve asked Tom if we could email parents directly. Tom said he will check into the matter and report back.

10. New Business

Steve brought up estate planning/planned giving to benefit the EASTERN Foundation.

George Marin let the Board know that you can choose a school to benefit through estate planning, which provides tax benefits.

George will research the process for discussion at a future meeting.

11. Meeting Dates: 4:30 p.m. at EASTERN unless otherwise noted

- October 13, 2016 – Jerzee’s Fundraiser from 5 – 8 p.m. (no official meeting)
- October 24, 2016
- January 23, 2017
- March 30, 2017 – Mike’s Bar and Grill Fundraiser from 5 – 8 p.m. Official meeting at 4 p.m. at Mike’s