



BROWNSBURG EDUCATION FOUNDATION

Board Meeting

F.L. O'Neal Administration Building
Main Board Room
310 South Stadium Drive
Brownsburg, IN 46112

AGENDA

November 20, 2023

6:00 p.m.

To encourage and support creativity, innovation and excellence that will enhance the educational community of the Brownsburg Community School Corporation.

- I. **WELCOME** – Alicia Smith
- II. **MISSION MOMENTS** – Rene Behrend
 - A. Scoot and Get Moving! at the Early Childhood Center
 - B. Real Men Read
 - C. BEF Success Stories
- III. **APPROVAL OF MINUTES** – Tara Casey
Board Meeting Minutes – September 18, 2023 *VOTE*
- IV. **FINANCIAL REPORT** – Kevin Hall
 - A. Presentation of drafts of updated Investment Policy Statement and Endowment Distribution Policy
 - B. 2024 Budget Timeline
- V. **SNAPP CHAT** – Dr. Snapp
- VI. **COMMITTEE REPORTS** (attached for review prior to meeting)
 - A. Apples for Excellence
 - B. Alumni Hall of Fame
 - C. Gala
 - D. Surplus Sale
- VII. **DIRECTOR'S REPORT** – Rene Behrend
- VIII. **BOARD DEVELOPMENT** – Melanie Harris
 - A. Part 2 of 9/18/2023 board development
 - B. Sharing of stories/elevator speeches

IX. OLD BUSINESS

- A. Strategic Plan – Katrin Tabellion
 - 1. Progress update
- B. Gala committee and future of Gala – Alicia Smith
 - 1. Getting more people involved in BEF...board and volunteers
- C. Minted holiday cards

X. NEW BUSINESS

- A. Board contribution to Gala discussion – Katie Dixon
- B. Annual giving
 - 1. #GivingTuesday social media posts – please share!
- C. INAPEF Annual Conference – Rene Behrend or Katrin Tabellion
- D. Annual board checklist – questions?
- E. Kaleidoscope scholarship platform discussion – Rene Behrend
- F. Fund to support BCSC Food Pantry and Fast Track discussion – Rene Behrend
 - 1. Payroll deduction option for employees? Campaign in December.
 - 2. Title
 - 3. Wording to allow for overflow into general fund
- G. Thanksgiving cards to major donors and community partners

XI. CURRENT SIGN-UPS

- A. Help fulfill online Apples for Excellence orders – November 27th, 28th and 29th

XII. FUTURE MEETING DATES

- February 20, 2024 (3rd Tuesday), 6 pm
- April 15, 2024, 6 pm

XIII. ADJOURNMENT

Key Dates:

- Gala – March 8, 2024*
- Golf Outing – June 14, 2024*



2023 – 2024 Committee Chairs

- *Gala – Chair: Katie Dixon, **Co-chair: NEEDED**
- *Golf Outing – Chair: Brian Petraits, **Co-chair: NEEDED**
- Purse Bingo 2024 – Chair: Melissa Middleton, Co-chair: Beth Grant
- Special Promotions – Lindsey Catellier (apples) and Tara Casey (bricks)
- Surplus Sale – Rosemary Isaacs-Anderson
- Alumni Hall of Fame Committee – Chair: Melanie Harris, Co-chair: Brian Petraits
- Finance – Kevin Hall
- Grants – Chair: Ryan Morrison, Co-chair: Melanie Harris
- Scholarships – Chair: Tarah Fettig, Co-chair: Lindsey Catellier

***Co-chairs are needed for committees with asterisks**

BEF Committee Reports November 20, 2023 Board Meeting

**Apples for Excellence Committee
Alumni Hall of Fame Committee
Gala Committee
Surplus Sale Committee**

Apples for Excellence

Submitted by Lindsey Catellier

The annual Apples for Excellence promotion in all elementary schools and BECC will take place November 28th and 29th, before school and online. These dates coincide with Giving Tuesday.

For a \$5 donation, students can write a message of appreciation to any BCSC employee and present them with a golden apple pin. Students will also get a color-changing BEF pencil for themselves with each apple that they present.

Statistics from previous years:

2014 - 367 apples \$1,835

2015 - 708 apples \$3,540

2016 - 1061 apples \$5,310

2017 - 953 apples \$4,765

2018 - 1106 apples \$5,533

2019 - 1245 apples \$6,225

2020 - 445 apples \$2,225

2021 - 1627 apples \$8,138

2022 - 1629 apples \$8,145

In the 9 years that we have been selling the apples, **\$45,716** has been given back to grants and scholarships for teachers and students!

Alumni Hall of Fame

Submitted by Melanie Harris

The Alumni Hall of Fame Committee has completed selection for the 2024 year. Unfortunately, we did not choose any of our candidates to be inducted into the Hall of Fame. We continue to struggle with our nominations not being complete enough for our Selection Committee to compare the candidates. We look forward to any suggestions or new members to the Committee. Our Selection Committee was a great group this year. I would like to thank Brian Petraits and Tarrah Fettig for their hard work on the committee and Tarrah, especially, for her many years on the committee. Also a thank you to Rene and Katrin for distributing table tents throughout Brownsburg to publicize the AHOF.

Gala Committee

Submitted by Katie Dixon

The Gala committee has selected "Education is a Journey" as a tagline for our travel themed event for 2024. Guests will be transported to areas around the globe as they participate in some of the activities they will be used to seeing such as the diamond raffle and the silent auction, and some new activities as they travel throughout the event. We have invited local restaurants in Brownsburg to submit proposals for food stations that feature foods from around the world and these are due in on Nov 20. After these are submitted, we will invite finalists to provide a tasting to finalize selection. Right now, we're working on obtaining quotes from vendors for tables, entertainment, and seeking out an emcee host, as well as developing our silent auction list. We're in contact with Lucas Oil Raceway Top Eliminator Club and they are excited to host us again this year. We will have a complimentary happy hour with beer and wine provided again this year, however we will be having satellite locations for the complimentary drinks to reduce wait at the cash bar. The bar will also have additional staff this year to improve the flow in that area of the room. Silent auction donation requests will begin to go out this week and we welcome any suggestions for organizations to contact. We also are soliciting donations for beer and wine this year - if you have any contacts, please let us know. Ticket sales remain \$100 per seat and tables will go on pre-sale on December 1 - 15. Individual tickets will go on sale on January 1. Historically, BEF Board members will have a job during the event and are expected to purchase tickets. There will be a discount available for BCSC staff.

Surplus Sale Committee

The Surplus Sale took place on Saturday, September 9, 2023 from 8 - 10am. Attendance was below average, but the amount of surplus was also smaller, thus not attracting the crowds of the past. Profit from the day was still just over \$2,000 and BEF has continued to receive money from several laptops that have sold after the sale, so our total profit is now close to \$2700!

**Director's Report
November 20, 2023**

Professional Development

DATE	EVENT	SPONSORED BY	COST	PAID FOR BY
11/8/2023	INAPEF Board Meeting	INAPEF	\$0	n/a
11/9/2023	INAPEF Annual Conference	INAPEF	\$134	BEF

Community Outreach

DATE	EVENT
9/28/2023	AM Connect – attend
10/3/2023	National Night Out Against Crime
10/7/2023	Log Cabin Community Day
10/26/2023	AM Connect – attend
11/4/2023	Society of Indiana Pioneers - present
11/15/2023	Brownsburg Chamber Luncheon - nonprofit display set-up
11/16/2023	Spoke at final VISION meeting

Community Partnerships

- Letters and emails will go out the week after Thanksgiving
- Katrin will also be making in-person visits to new businesses in town during the month of November and December
- Need help from board in making connections/introductions

Year-end Campaign

- Letters were sent out the week of November 13th
- Monthly giving and the 1987 Club were highlighted in this year's letter

Log Cabin Community Day

- Approximately 25 community members attended in addition to 9 volunteers

Other Log Cabin News

- Tara Casey and her daughter Isla (a third grader who just visited the cabin) were kind enough to present at the recent Society of Indiana Pioneers Annual Meeting since BEF was the 2022 recipient of their John H. Holliday Award
- I have been contacted by a professor of history at Ball State who is including the Log Cabin Homestead experience in an article he is writing for an international social studies publication
- Dr. Jessup and I are going to observe the Life Skills classes at Brown so that an appropriate experience can be designed for the students in those classes to visit the cabin in 2024

National Night Out Against Crime

- Katrin and I visited with a lot of people that evening

- Gave away beach balls filled with confetti that had BEF logo on them – need to blow up more in advance for next event! (These items were acquired for free through a grant that we were awarded.)

Grants

BEF was the grateful recipient of some recent grants:

- CenterPoint Energy Grant - \$5,000 to be used for Real Men Read (2024)
- Road Runners of America - \$1,000 to be used for Elementary Running Clubs

INAPEF Coaching

- Through INAPEF and a Lilly Grant, I had the opportunity to mentor an all-volunteer run education foundation in northern Indiana (Union City Education Foundation) to help them write a grant to receive funding to hire their first staff person. Due to the fact that I serve on the INAPEF board, I cannot personally receive the stipend for the 9 hours of coaching that I did, so BEF will be receiving the check from INAPEF in the amount of \$765.

(And, in case you are wondering, UCEF did receive the grant for the maximum amount of \$10,000

 . YAY!)