**Carver Center Foundation Board Meeting**

**Thursday, February 18, 2016, 6:30 p.m.**

**ATTENDEES:**

Frank Thomas, Beth Ourand, Michelle Lipka, Stephanie Steininger, Karen Steele, Lesley Simmons, Beth Twohy, Kathy (Palencar) Frederick, Mary Wright, Jordan Schloss, Lynn Arenson, Denise Owens, Denise Taff, Kim Sutton

**6:15 – 6:30 pm - Welcome**

**6:30 – 8:30 Meeting**

**Welcome and Introductions**

**Approval of Minutes**

* Hard copies of the Minutes from the meeting held on December 17, 2015, were distributed and reviewed. Frank motioned to approve minutes. Beth T. seconded. Motion was approved.

**Treasurer’s Report**

* Hard copies of the budget were distributed and reviewed.
* Beth Ourand highlighted disbursements and receipts since last meeting.
* There was a designated fund donation for Visual Arts for $1000 – Beth contacted the Art Department to advise them of the donation; no response to date.
* Jada Shannon 2015 scholarship check is still outstanding; Frank to reach out to Dawn Wells to contact the family.
* Frank motioned to accept the Treasurers Report. Lesley seconded. Motion was approved.

**New Business**

* Grant Requests
  + Professional Development grant for Mr. O’Brien for a conference for Art Schools for $800; this grant was approved by the Executive Committee at their January 12th meeting.
  + AP World Language Textbooks
    - Request for $1050 for AP-compliant French and Spanish textbooks (5 each), which include the corresponding online component.
    - These textbooks are no longer funded by BCPS but are relevant to the AP curriculum.
    - Executive Committee made a motion to approve the grant in full. Motion was approved unanimously.
    - 
* Board Succession
  + Denise Taff has identified Kari Gallagher as potential Board member and invited her to the next CCF Board Meeting.
  + Karen mentioned that 1 of the 2 teacher representatives has been identified.
* Freshmen Registration
  + Dates: March 21, 22
  + Michelle to send out sign-up sheets to work the event.
  + Materials:
    - Email signup
    - Hot spot for directory
    - Pamphlets (Lynn)
    - Magnets
    - Banner (Lynn)
    - Postcards for Celebration

**Old Business**

* Bricks
  + Denise mentioned that she met someone from Towsontown Junior High and they have a Facebook page with over 600 members; she thinks there would be an interest in selling the bricks.
  + Still need a chair for this fundraiser.
  + Would the junior class help with this event and the Foundation would grant the money back to them?

**Committee Reports**

* **Advocacy** - **Beth Twohy**
  + SURVEY
    - 
    - Survey results were shared.
    - 93 people participated in the survey.
    - There is general awareness and broad support for the activities that Foundation supports.
    - 50% support for grants/activities was a consensus.
    - People are willing to volunteer – but not interested in attending meetings.
    - Opportunity for improvement in communication.
      * Suggestions:
        + Stagger the CCF emails to earlier in the month; the Mosaic comes out at the end of the month.
        + Copy/paste dates of events from the Mosaic – Beth T. to do that, confirming dates with John O’B prior to publishing. (And add a disclaimer)
        + Put the information of the most recently approved grants in the eNewsletter
  + FAMILY DIRECTORY
    - 223 total members
    - One-quarter of the freshmen class
    - We are not renewing the carpool site, in light of using the directory site.
    - Push to get the incoming freshmen on the site
* **Communications – Lesley Simmons**
  + As stated above: we are not renewing the carpool site, in light of using the directory site.
  + It was suggested that we send a link to the members of the directory site to sign-up for the eNewsletters.
* **Parent Committee**
  + Post Prom
    - The original chair resigned; Michelle and Kathy will co-chair.
    - Working on getting contracts in place.
    - Working meeting at next Parent Committee Meeting on 3/15 – looking for more committee members.
  + Teacher Appreciation Lunch scheduled for 5/4.
* **Student Representatives – Jordan Schloss**
  + Jordan will talk at SGA regarding upcoming CCF events.
* **Sports Boosters – James Riggs**
* Focused on getting volunteers for the concession stand for winter sports.
* 78 members / 46 are dues-paying members
* Winter Sports Awards on 3/9
* 24 picnic blankets were available for sale
* Sports Boosters have donations for the Celebration Silent Auction.
* No updates on the score board; James is in contact with David F. and will get more information.
* **Celebration – Mary Wright / Denise Taff**
* Invitations should be out next week.
* Kari Gallagher and Peter Twohy are working on posters and favors.
* Silent Auction - starting to put things into the website. Still looking for some support on this, including putting auction items on the site.
* Culinary Committee is working with Chef Bette; 7 restaurants and 3 student stations.
* Signup Genius is ready for volunteer sign-up.
* Tickets go on sale February 29th; website is ready.
* March 20th – Silent Auction starts
* Volunteers can elect to get a $25 refund on their ticket purchase. Information is on the Signup Genius site.
* Series of eNewsletters are scheduled
* No entertainment schedule available yet.

**Principal’s Report**

* + Cosmetology students are beginning to get their licenses.
  + Scholastics Arts and Writing Awards –
    - Arts: 284 awards across 98 students
    - Writing: 79 awards across 43 writers
  + Blue Ribbon celebration is next month
  + Next Mosaic will be coming out at the beginning of March.

**Lesley made a motion to close the meeting. Jordan seconded. Meeting adjourned at 8:10.**

*Submitted by Michelle Lipka 2/18/16*