

# BCSD FOUNDATION, INC.

## MINUTES

September 17, 2018

Meeting called to order at 3:17 PM.

Present: Allison Chua, David Chua, James R. Owen, Julia Rogers, Scott Rozanski, Timothy Stevens, Bobbi Norton

Guests:

Absent: Patrick Burk, Christopher Dailey, Leslie Johnson, Lisa Whitehead, Susan Woodruff

TOPIC	OUTCOME/NOTES
I. Minutes of 7/16/18	<b>Motion made by</b> Julia Rogers, seconded by James Owen, to approve the minutes of 7/16/18 as corrected.
II. Finances	<p>A. <u>Account Balance</u></p> <ul style="list-style-type: none"><li>i. Funds available: ending 9/12/18 \$69,767.81</li><li>ii. Mrs. Johnson is working on balancing the ledger for restricted scholarship funds. Payments will be sent to the Batavia City School District to cover the payouts for scholarships.</li></ul> <p>B. <u>Transfer on Accounts Update</u> The Board of Education approved the transfer of funds on July 17, 2018. The Business Office will update the records and submit the Notification of Transfer to the attorney for the NYS State Comptroller. Process for certification takes approximately 6-8 weeks to process.</p> <p>C. <u>Distribution of Funds Process 2018-19 (Julia Rogers)</u> Julia Rogers is working with Leslie Johnson to finalize the process for distributing funds. Currently, a teacher makes application to the BCSD Foundation for funding, following up with a description of how the money was implemented in the classroom. Pictures of students utilizing the products purchased with the funds should be submitted. Use of funding is logged by the BCSD Foundation, Inc.</p> <p>The Refuse 2 Lose Donation to the Foundation will be a reverse of the process. R2L makes the payment to the District; the District will then cover the cost of providing refreshments to staff on Opening Day 2018; the balance remaining will be donated to the BCSD Foundation by the District via a check. This process makes Refuse 2 Lose Program eligible for the NYS Tax Donation.</p> <p>D. <u>Class of 2018 Donation</u> Class Advisor, Rachel Shay, has donated funds remaining in the student account to the BCSD Foundation, Inc. in the amount of \$2,018.00.</p> <p>E. <u>Kiwanis 4<sup>th</sup> of July 5K</u> Julia Rogers will retrieve the BCSD Foundation, Inc. funds provided by the Kiwanis Club of Batavia. Kiwanis is still in the process of finalizing the remaining donations. An estimated \$800-\$1,000 is dependent upon monies pledged but not yet received. Kiwanis recommends that a ceremony be held to present the funds to the BCSD Foundation, Inc. President Johnson should be in the photo, as suggested.</p> <p>The Special Teams balance will be provided by Julia Rogers.</p>
III. Unfinished Business	A. <u>Fundraising Updates/Events</u> 1. Foundation Apple Award

	<p>Allison Chua is working with Patrick Burk to present the first Apple Award. A total of 8 apples have been requested; a check will be sent directly to the maker.</p> <p>Discussion:</p> <p>Award 5 apples per building per month at a cost of \$75.00/apple. Highly promote in November with local media and social media to publicize to the community. Use the Foundation and District webpages to also announce this event. Community, teachers and staff are welcome to submit nominations. The BCSD Foundation, Inc. sub-committee members will select recipients.</p> <p>A Nomination/Recommendation form will be developed and be available January 1, 2019. Include the recipient's name, who is making the nomination, and why. Once the \$75.00 fee has been paid and noted on the form, the recommendation is given to the sub-committee.</p> <p>Allison Chua will obtain 22 additional apples from the vendor by the end of December, 2018.</p>									
<p>IV. New Business</p>	<p>A. <u>Meeting Schedule:</u> Meetings have been <b>changed from</b> Mondays at 3:15 PM to <b>the 3<sup>rd</sup> TUESDAY of the month</b>, unless otherwise noted, at <b>4 PM</b> in the District Administration Conference Room #49, as follows:</p> <table border="1" data-bbox="557 821 1414 930"> <tr> <td><b>10/16/18</b></td> <td><b>1/15/19</b></td> <td><b>4/9/19</b></td> </tr> <tr> <td><b>11/13/18</b></td> <td><b>2/12/19</b></td> <td><b>5/21/19</b></td> </tr> <tr> <td><b>12/18/18</b></td> <td><b>3/19/19</b></td> <td><b>6/18/19</b></td> </tr> </table> <p>B. <u>"Capture a Piece of Van Detta Stadium" Fundraising Event</u> – Donor makes an unlimited donation to the BCSD Foundation, Inc. for a piece of the playing field ground. An event date is to be determined once approval for the 2020 Vision Capital Project has been received from the NYS Education Department. This is a tax-deductible donation for alumni, community members, past, present and future athletes, or anyone wishing to participate.</p> <p>C. <u>Reunions</u> Class reunion announcements are welcome in the A+ Communicator. Contact Kathie Scott to have your information publicized. The BCSD Foundation, Inc. would like to utilize the A+ Communicator newsletter for announcements, events, and accomplishments.</p> <p>D. <u>Music Boosters</u> Music Department staff are preparing a proposal similar to a Hall of Fame for a "Musicians of Note" request to the Board of Education. This annual event would be sponsored by the Music Boosters and will not be funded by the BCSD Foundation, Inc. Staff will keep the Foundation informed should the Foundation wish to participate in some way.</p>	<b>10/16/18</b>	<b>1/15/19</b>	<b>4/9/19</b>	<b>11/13/18</b>	<b>2/12/19</b>	<b>5/21/19</b>	<b>12/18/18</b>	<b>3/19/19</b>	<b>6/18/19</b>
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<p>V. Adjourned</p>	<p><b>Motion made by</b> Julia Rogers, seconded by Timothy Stevens, to adjourn the meeting at 4:00 PM.</p> <p>All members present voted yes.</p> <p>Motion carried.</p>									
<p>VI. Next Meeting:</p>	<p><b>TUESDAY, October 16, 2018, 4 PM</b> Please invite at least 1 community member to meeting.</p>									

Respectfully submitted,

Bobbi Norton  
Recording Secretary