

# Northwest Regional Education Service District Foundation

## Virtual Regular Board Meeting

4:30-5:30 p.m., Jan. 19, 2022

[Register in advance for this Zoom meeting.](#)

*Note: After registering, you will receive a confirmation email containing information about joining the meeting*

### Regular Meeting Agenda

#### Welcome

1. Call to order Karen Foley

#### Discussion and Action

1. Approve [Nov. 3, 2021 Meeting Minutes](#) Karen Foley
2. Superintendent Update Dan Goldman
3. Treasurer's Report Yuen Chin
4. Bylaws Karen Foley
5. Update about Fundraising Gala Karen Foley and Tracey Goldner

#### Closing

2. Good of the order

#### Additional resources

- [Read the latest news from Northwest Regional ESD](#)

## Regular Meeting Minutes

January 19, 2022

### In Attendance:

Tracey Goldner  
Andi Miller  
Joe Christy  
Karen Foley  
Stephen Petruzelli  
Jeffrey Condit  
Christine Riley  
Janet Bucio  
Yuen Chin  
Katie Riley  
Dan Goldman

### Absentees:

Nancy Ford

### Welcome and Call to order: 4:35pm

Karen asks for a motion to approve the minutes from November 3, 2021 Regular Foundation meeting.

***Joe Christy moves to approve the minutes from November 3rd.***

***Jeff Condit seconds the motion.***

***The minutes of the previous meeting were unanimously approved.***

***Motion carried.***

### Treasurer's report

Yuen states the foundation budget is in good standing. In his report it shows the \$10,000 donation from the ESD and it shows that the foundation paid for the playground for Columbia Academy.

A question that came up from a board member: What are we starting with for the mini grants?

Yuen stated that there is \$12,000- \$14,000 available for mini grants.

### ByLaws

Karen shares that The Foundation's current bylaws are outdated and will need to be reviewed and updated. She asks if someone is willing to make a motion on this issue.

***Joe Christy motions to suspend the bylaws, given the circumstances, until they have been reviewed.***

***Jeffery Condit seconds the motion.***

***The board makes a general consensus to suspend the bylaws, until they have been reviewed.***

***Motion Carried.***

### Superintendent's Report

Dan shares that the pandemic is taking a toll on NWRES D programs. There are a lot of program closures for the safety of NWRES D Staff. An issue the ESD is currently facing is that they are working on filling 80 open positions; it has been difficult to find applicants. Dan shares that they are using their federal funds to reinforce staffing and staff retention and recruitment.

Dan asks if the Foundation does a campaign or PR deduct that allows staff to donate to the Foundation.

Tracey states that the information is included in the onboarding materials for new staff and it is posted on the website, but there is no current campaign.

Karen asks if the Foundations has permission to personally invite the principals to the gala.

Dan says it would be okay to invite principals of our own agency such as: Levi Anderson, BECC, HECC, etc.

### Gala Planning Discussion

Tracey presents the invitation graphic she created and explains that, that is the way to register for the gala and it is a simple and easy process.

*Karens does a general overview of the program created for the gala.*

Pictures of the board will be placed on the slide and Karen will be doing the introductions.

Topics that came up for discussion were:

- People can put the amount that they are donating in the chat and then a link can be sent to them to access the donation website.
  - A specific slide will need to be created that explains the process and a 'HOW TO'
- Making a quick announcement that the silent auction is ending and reminding people to make any bids.

***The board makes a general consensus to keep the program as is and continue with current plans.***

### **Slideshow**

Tracey will create a template for everyone to use so ensure that everyone's slides look the same.

Katie suggests creating a slide that thanks volunteers and sponsor's. She also suggests leaving out an agenda or program from the slide and keeping it as an internal document. Although it would be a good idea to share with the speakers.

Karen gives kudos to Joe and Nancy. They are working with the speakers for the gala and doing a great job.

Karen shares that she would like to have "From 2006 to 2022; for 15 years we have been funding things" shared somewhere in the event/slideshow.

*Topics that came up for discussion are:*

- Tracey needs bios and headshots for Maria and Ari and their permission to include that in the slideshow.
  - Jeff shared some bios on them and will work on obtaining the head shots. Both speakers will be creating a pre taping video of their talk and will need someone to help with that.

- Katie suggests Juan Carlos Gonzalez works with Centro Cultural and he can assist Maria with taping her video.
- Should we have Lisa Bates speak live to have one live speaker?
  - ***The board makes a general consensus to have Lisa Bates speak live on the day of the event.***
- Should we have pictures of the kids working in the garden while Lisa speaks live?
  - ***The board makes a general consensus to have a slideshow running while Lisa speaks.***
  - Jeff states that is something that can be done with REMO

### **Invitations**

Tracey and Janet are working on the list of donors to send physical invitations through the mail, however if the board has any additional people to add or perhaps people with emails, send the list to Tracey or Janet to include in the already existing lists.

Invitations will be mailed sometime in the next 2 weeks, giving notice about a month before the event.

Tracey is working on creating an information landing page on [nwresd.org/foundation](http://nwresd.org/foundation) that includes information for the gala and how to go about registering.

### **Silent Auction**

Andi is working with about 12 auction items and working on the donation form. She will send that out to the board as soon as it becomes available. Andi asks if the board would like to take pictures of their items to put online and then send them to Tracey and Janet since they will be putting the items up on the auction website. Andi will work with Yuen and Janet (Yuen's wife) to figure out a way to present the gift cards (Katie suggests using the company logo).

Karen asks how many days should the auction be available?

***The board makes a general consensus to have the auction open for 3-5 days. Andi will make the final decision after reviewing some things.***

### **February Schedule**

Feb. 2nd - event update. The Board is to send Karen any updates through email.

Feb. 16th - Grant committee meeting. To review the grant process - Virtual meeting at 4:30pm.

Feb. 17th - Dress Rehearsal for the Board - Virtual meeting at 2pm

Feb. 23rd - Speaker Rehearsal - Only those that are doing live will be attending this rehearsal.

(If someone is not involved in the program, they don't need to attend. If someone does have questions how it will run, you are welcome to attend.) *Time is still to be determined.*

The board asks if the google invitations to these dates can be forwarded to them again in order to place them on their calendars.

### **Paddle Raise**

Andi asks if there is a way for folks to contribute in advance to the paddle raise?

Katie suggested doing it through eventbrite, donate button, or with a check and not have it announced until the paddle raise.

Jeff and Tracey will find a way to create a way for people to donate for the paddle raise.

### **NEXT STEPS:**

- Tracey create slideshow templates
- Tracey send out google invites to the February dates
- Tracey create a informational landing page on the NWRESD website
- Jeff and Tracey find a way to allow people to donate for the paddle raise
- Joe obtain headshots of Maria and Ari and get their permission to use on the slideshow
- Jeff talk with Drew to see how we can have a slideshow running during a Live speaker
- Janet create donation form as a fillable pdf form
- Andi send donation form out to the Board
- Each Board member take a picture of the item they are donating and send it to Andi, Tracey, and Janet
- The Board sends any additional names and addresses of people they would like to send physical invitations of the event to. Send to Tracey and Janet.

Good of the order- 5:53pm