

Regular Meeting Minutes

Thursday, Feb. 23, 2023 - 3:30 - 5 p.m.

Virtual Zoom Meeting

Attendees:

Karen Foley, President

Nancy Ford

Yuen Chin, Treasurer

Katie Riley

Christine Riley

Miriam Meneses-Rios

Andi Miller

Joe Christy

Tracey Goldner

Janet Bucio

Absent:

Jeff Condit

3:34 p.m. - Welcome and Call to order

Karen welcomed the Foundation Board members and asked them to introduce themselves to Miriam.

I. Approve Nov. 17 Regular Meeting Minutes

Karen introduced the first agenda item, the November 17th meeting minutes, and asked if the Board has any changes or additions.

Hearing none, the Board unanimously agreed to accept the minutes as written. Minutes approved.

II. Board Application Discussion

Karen shared with the Board that Grant Lawson has applied to be a part of the Foundation Board. Karen asked the board to provide feedback on Grant's application.

Some on the board spoke about how impressed they were meeting Grant at Miller Nash and at the Grant Committee meeting, and believe he has significant things to offer to the board.

Andi moved to approve Grant Lawson's application

Nancy second the motion

Motion carried.

III. Grant update (List of grants and total funded)

The Grant Committee has several changes they are wanting to consider for next year. The group will meet again before the end of the school year to finalize recommendations.

Those that were a part of the Grant committee this year were: Nancy Ford, Joe Christy, Karen Foley, Grant Lawson, Andi Miller, Lisa Bates, Scott Ryan, and Cathy Jensen.

Grant Applications

There were 27 proposals that totaled about \$55,000. 15 of the proposals were chosen to be funded and that was a total of \$26,865. The goal was to fund about \$27,000 in grants and \$3,000 for the scholarship fund and we met our goal. Karen shared that half of the proposals asked for the full amount, which shows a change in how the need has increased.

All of the 4 Counties were represented. There were at least 4 from each of the 4 counties and 12 proposals came from the ESD. All categories were represented, with School Age and Birth to 5yrs being the highest. There were also 20 schools and programs involved.

The selected winners this year were:

1. Designing and printing t-shirts for Cascade Academy - they will use this as a work experience for their students.
2. Computer kids for Social Emotional Learning schools - involves hands-on programming and computer science.
3. Bilingual Visual Communications System for Early Childhood in Hillsboro - It's a visual/picture communication piece.
4. Culinary Supplies for life and workforce development - It will allow them to buy cooking supplies and use culinary as a way to reinforce their math and reading skills
5. Year-end celebration for visually impaired kids - Will include 700 more invitations in all of Oregon
6. Engaging Minds - STEM program at Pacific Academy they will be bringing robot kits
7. Family field trip - Includes 5 different field trips to: Library, Park, an open gym, an apple farm, and a Zoo.
8. Assisted Tech Kits for families - Includes different adaptive toys and adaptive book kits for families
9. Microscopes for science
10. Pre-feeding skilled group teaching parents in-person feeding skills for them and their children
11. Diversity and inclusion through books and play- kids can read books from their culture
12. Self Regulation and Executive Function - Sensory equipment and games
13. Sensory Regulation and Writing - Weighted Vests that have helped and improved kids' attention
14. STEAM field trip - For Deaf and Hard of Hearing - Kids will choose an animal, research it and find it at the zoo.
15. Urban nature exploration - English Language Development, there is a nature trail in Portland. Kids will go on a hike and practice English while visually seeing cars, and all transportation types since it's all about transportation.

V. Grant tracking

The Foundation currently does not currently have a formal process of tracking the grants that are in writing. Something to consider is that the tracking can only be done for the ESD Grants. More clarity on tracking/reporting is needed for applicants and the committee.

Karen asked if anyone on the board has an expectation that they would like the grant committee to know. Some expectations that came up are:

- We should know how many kids were served, what happened with the project that was funded, if there were any reactions from kids or parents in terms of, if it really made an impact or difference to the kids or the families.
- Gathering information from families that the grant is serving and seeing how self-sustainable the program has been after they've been funded. Were they able to continue it or how will they be able to continue it moving forward? The experience from the families or youth point of view could be different than the staff so asking them would be beneficial.
- Yuen reminded the board of a form that was sent out in the past that allowed recipients to share about how they spent the money. Many of the recipients did complete a report as requested.

These comments will be shared with the Committee for action.

VI. Fundraising Report

Nancy shared future fundraising efforts. In March, she will begin setting up a monthly raffle for the ESD staff. The first one will be a St. Patrick's theme and for the prize, she hopes to have some HOPS game tickets donated.

Andi asked if the raffle can only go to the staff or there is something we can open up to the Foundation mailing list? Nancy shared that in the past, it's just gone to staff, but something can be set up to send to the mailing list; almost like a silent auction. Something to consider for the Fall.

VII. Treasurer's Report

Yuen provides the treasurer's report.

- There are roughly \$78,000 dollars between the Foundation's checking and money market account. This is before the grants are paid off.
- The budget for 2023 was \$24,000 as projected income; it's weighted to the Miller Nash fundraising event where we earned 80% of that in the first 6 months.
- We exceeded the budget by \$15,000. \$10,000 was a pass through for the ESD. As far as expenses, we have roughly \$5,000 extra, where we bumped up the number from \$24,000 to \$30,000 that we can spend on the grants.
- \$27,000 was used for grants, it means there is \$3,000 available for the scholarship.
- Since a scholarship was awarded in July, we can provide another scholarship before June OR we can carry it over and award two scholarships next year.

Overall we are ahead of budget and because of Miller Nash we have more money to spend on grants than we anticipated.

Katie moves to approve the Treasurer's report.

Joe seconds the move.

All approved.

Motion passed.

VIII. Foundation school visit

This agenda item was tabled until the next meeting.

IX. Board priorities for next four months

Karen asked the board what they think the Foundation's priorities should be and what should be focused on. Some suggestions were:

- Andi suggested seeking funding for some of the larger requests would be a good conversation to pursue soon. Perhaps get some help with writing and applying for grants.
- Inviting new board members Grant to go to CasPac or a social emotional school to learn more about the kids we offer support to and asking Miriam to visit BECC, HECC, or TECC and learn more as well.

Next meeting: Thursday, May 25th

Good of the Order - 4:35 p.m.

Action Items

- Karen - Follow up with Jeff regarding the relationship with Miller Nash after his retirement.
- Karen - follow up with the discussion about the Annual Foundation Meeting- is it settled for the May 25th date and where will it be held?
- Karen to call Grant Lawson and welcome to the board!
- Karen to Follow up with Nancy regarding school visits for new board members and self.