ENCINITAS EDUCATIONAL FOUNDATION
MEETING NOTES
June 10, 2013

The Meeting was called to order at 6:45 p.m. by Gerald Singleton, President.

Attendance: Gerry Singleton-President, Marla Strich -School Board, Nancy Diana Jones- DO, Jill Thomas- OPE, Dana Torykian-OPE, Tina Newhouse-OK, Melissa McGhee- Executive Director, Rye Dalton-Treasurer, Kelley Berman-Corresponding Secretary, Erin O'Brien- Executive Vice President, Tim Baird-Superintendent, Cindy Gray-Insurance Coordinator, Kay McKenzie- Asst. Treasurer, Debbie Caligiuri-Financial Scretary, Susan Hahm-FV, Tracie Bockhorst-FV, Emily Andrade-Secretary, Cheryl Shelhamer-Bookeeper.

Reading and Approval of the minutes -Kelley moved we approve the minutes. Rye Dalton seconded. Unanimously approved.

Introduction of New Site Reps - New representatives introduced themselves, Shad Butte - Capri and Greg Potenziani- Flora Vista.

Reports from Committees

a. **Wine Festival**
   i. 66 tickets sold, $4380 raised. Last year only 25 tickets sold. Thank you to EUSD for their support.
   ii. EEF was 3rd highest ticket seller. (Los Angelitos sold 130, YMCA sold 82 tickets)
   iii. Submitted = $14,352.00 in raffle. No accounting to report yet on auction and sponsorship donations.

b. **Website -** Website is ready to launch on June 21st. Melissa McGhee reported June 22nd deadline is deadline for submittals.

c. **Bylaws Restatement**- Kelly Berman shared that the Bylaws are still a draft. She worked to ensure that everything that is legally required is

included. She shared some of the changes. 1. The old bylaws made no mention of the school site fundraising and the school site representatives. These were added to the new bylaws. The bylaws specify that each school should have a minimum of 2 site representatives one being a President and the other a Vice President of Finance. 2. The new bylaws only list the officers as President, Vice President, Secretary and Treasurer. All other officers will be at large and identified each year based on the jobs that need to be done. The board will have a minimum of 9 members each year. 3. The new bylaws have the procedure for changing bylaws. 4. The new bylaws have a dissolution procedure. 5. New bylaws state that District employees and or School Board members cannot serve as officers but may serve as directors. 6. New bylaws state: "At no time shall the composition of the Board contain more than 50% of Directors whose children attend the same EUSD School." 7. The new bylaws state that the District Liaison shall be appointed by the superintendent. 8. The current Board of Directors must be given 48 hours notice via email before a candidate's nomination at the annual meeting. They were amended to include notification of all voting members. 9. Term of Office will now be two years with an exception for this year. Some members of the Board will be elected for one year and others for two years this year. The President's position will be a two year position. The Term of Office will refer to fiscal year. 10. Erin suggested we examine the insurance policy to ensure that all members of the Board of Directors and site representatives are insured. 11. Quorum will be 50% of the filled positions on the Board of Directors excluding vacancies. 12. Directors will be expected to regularly attend meetings. 13. Action without meetings will be permitted and may use email communication to vote. 14. The right to vote by proxy was added to the bylaws. Erin O'Brien moved we approve the bylaws as amended. Emily seconded the motion. It passed with a unanimous vote.

d. **Strategic Development** - Gerry Singleton, reported that the retreat date will be Sunday, July 14th, Location and facilitator T.B.D.

Events :

Legoland Day – "VAPA-Palooza" - $35 ticket per ticket, our cut would be $5 Legoland / $1 Sea Life. We would get School performances and local dance studios. $35 ticket earns buyers a 2nd full day at Legoland within 90 Days. Proposed Date Sunday, December 15th.

Fall Golf event – - Melissa McGhee reported that we are looking at Monday, November 18th for the golf tournament. She is talking with The Crossings. She is looking at Jersey Mike's for sandwiches. It is $59 a player for Monday. She is thinking of charging $175 per player. She was thinking of including a beach community theme. Melissa will look into Encinitas Ranch as a possible option to The Crossings.

Polar Bear Plunge – Second week of Saturday, January 25

Unfinished Business

Site support fee – A discussion occurred regarding a pupil fee of $1 vs. $2 per student - Rye proposed we do $2 per student. There may be some issues with LCH. Rye moved we have a fee of $2 per student. Erin seconded the motion. Further discussion took place. The number of students will be based on the CBEDS for the current year. Melissa will communicate with principals, SSC Presidents, and EEF representative at each site to let them know. The motion passed unanimously.

New Business

Board Election – Nominations, Introduction, Vote

Kelley nominated the following slate for officers: Gerald Singleton President, Erin O'Brien Vice President, Treasurer- Rye Dalton, Shad Butte-Secretary. Gerry's and Rye's terms will be 2 years. Erin and Shad will each serve for one term. Cindy seconded the motion. It passed unanimously. Tim Baird appointed Nancy Diana Jones as the District Liaison. The following directors offered to continue to serve: Kelley Berman(1), Debbie Caligiuri(2), Kay McKenzie-, Shelley Kelly (1 year).. New members who will assume Director positions are Lynn King- OPE

and Greg Potenziani -FV. Emily moved we accept this slate of directors. The vote passed unanimously.

Meeting Calendar for 2013-2014 - It was decided that the meetings will be on the 2nd Monday. Erin moved that we adopt the calendar that has us meeting on the 2nd Monday of every month with the exception of November and April. Kelley seconded the motion. It passed unanimously.

The meeting adjourned at 8:27 p.m.