

Minutes for AVPA Foundation Meeting
Monday, July 11

Present: Steven Wallace, Pres; Deborah Myers, VP; Dan Nannini, Sec; Mark Sieke, Treas; Donna Thayer, Dance; Jade Singer, Film; Kathy McConkey, Theater; Kathy Wexler, Music; Mark Rubin, at large.

Absent: Jessica Ahearn, Art

(Note from Dan: It has been quite sometime since being a "minutes taker", so please forgive the tardiness and holes. They will become more complete in the future.)

Started the meeting by reviewing the Agenda.

A question arose about how we should deal with the alternates. No resolution was determined.

We did generally agree that names should be included when votes are cast.

A question arose about who are the voting members. The five department reps, President, Executive Director of AVPA, and the At-Large member were determined to be the voting members.

Around this time, Marc made the point that until we become a recognized entity from the Board of Education, we were not bound by our by-laws, nor could or should we make decisions about our by-laws.

Two typographical errors to the by-laws were corrected. Further modifications were made to the by-laws, via email solicitations, prior to presenting the by-laws to the Board.

We discussed who would attend the School Board meeting, then assuming that we were approved, what would be our next steps. Mark S. said:

- File with state the next day, and we are "legal" at that point
- File with the IRS, and recognition would take 4-6 months
- The date of the Foundations existence would be the date we filed, not the date approved.

Our proposed logo was sent back to the student for some slight revisions.

Long discussion took place about the tone of the solicitation letter. It was determined it should have the following characteristics:

- It should upbeat, not dire.
- It should explain who we are and why we are.
- Indicate those donations are deductible.
- Write this from a parent perspective.
- Write that we must alternate board members.
- Write we are district approved.
- Write we are all volunteer

- There will be accountability of our money posted on the web.

Final recommendation was that each Foundation Board member would pledge a \$250 donation and that we would ask other parents to match that if possible.

Identify first Grant targets and deadlines. We will create a grid on the website to keep track of who is working on what and where. We also need to create wish lists, and previous funds awarded and how funds were expended. Grants as discussed are as follows:

- US Bank Foundation- \$5000
- Mocking Bird Foundation_Music-\$5000
- American Society of Composers, Arrangers, and Producers-they want to fund a specific project.
- Escrip-We need a coordinator
- National School and Business Partnership Awards-\$10,000
- TARGET-March and May Deadline-\$5000
- JC Dowing Foundation-Fine Arts- 5K-50K
- Ahmanson Foundation-Renovation and Equipment
- KTLA Charities Fund
- Fundnetservices.com (Sorry, I don't have any detail nor memory of this, other than it is in my notes.)
- Los Angeles Times Family Fund

Asking for outright gifts from corporations with companies and Culver City Businesses.

It was noted that grant writers should always keep specific AVPA Department Directors aware when going for grants in their area.

Another item popped up regarding if the Chair and President were one in the same, according to the by-laws and the answer was "Yes."

Issues raised that will be carried-over to a later meeting: sunset of at-large position annually? Selection of advisory or honorary committee (see 4.02). Procedures for nominating board members. Recruiting alternate board members. Book keeping/ disbursement procedures.

A general question and discussion about how we should set up and budget, and this will be the topic of our next meeting.