

**Lewis Center Foundation
Minutes
November 5, 2019**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Marcia Vargas called the meeting to order at 9:05 am.
2. **ROLL CALL:** Lewis Center Foundation Board Members Tyler Jaramillo and Marcia Vargas were in attendance.

Lewis Center Foundation Board Members Desiree Burgnon, Charity Frash, Buck Goodspeed and Umang Patel were absent.

Staff members Matt Cabe, Teresa Dowd and Lisa Lamb were also in attendance.

3. **PUBLIC COMMENTS:** Marcia Vargas stated that she was proud of the Foundation's contribution to the Science on a Sphere room remodel.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of October 15, 2019 Regular Meeting

Consent Agenda Item 4.01 was not approved as a quorum was not present.

5. **DISCUSSION/ACTION ITEMS:**
 1. Discuss 2020 Annual Gala and Timeline – We have discussed the Gala with Congressman Lewis' family and they are excited about the event. The unveiling of the congressional portrait will be on May 13 at 11:00 to coincide with the Gala. Rick Piercy provided a list of key people to receive a personal invitation. Matt has been meeting with Michael Clark regarding design of the invitations and program. We will need the Save the Date by December 4 for the VMI table. We need to be sure our special guests are listed. Invitations should go out in February. Program information is due March 6. Lisa will look into bands for the Gala. We need to have banners at drop off for both schools, and get the message out at both schools of how the Lewis Center Foundation supports LCER programs.
 2. Marcia would like to schedule a special Gala Committee meeting January 14, 2020 at 9:00 a.m. An invite will be sent out.
 3. Marcia would like to change the regularly scheduled December 3, 2019 meeting to December 10, 2019. The calendar will be updated accordingly.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - a. Lewis Center Foundation Financial Reports
 1. September 2019 Foundation Balance Sheet
 2. September 2019 Foundation Savings Report
 3. Donations 2019-20
 4. LCF Board Attendance Log

7. **BOARD/STAFF COMMENTS:**
 1. Ask a question for clarification
 2. Make a brief announcement –
 3. Make a brief report on his or her own activities
 4. Future agenda items

8. **RECOMMENDATIONS TO THE LCER BOARD:** Approve the revised Lewis Center Foundation Bylaws.

9. **ADJOURNMENT:** Chairman Marcia Vargas adjourned the meeting at 10:40 a.m.