

High Desert "Partnership in Academic Excellence" Foundation, Inc. dba
LEWIS CENTER FOR EDUCATIONAL RESEARCH

17500 Mana Road, Apple Valley, CA 92307 (760) 946-5414 (760) 946-9193 fax

**Agenda for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
October 18, 2021 - Public Meeting – 9:30 a.m.**

Meeting at 230 S. Waterman Ave., San Bernardino, CA

Additional Locations:

20440 Highway 18 #103, Apple Valley, CA 92308

15402 W. Sage St. #104, Victorville, CA 92392

16934 Bear Valley Rd., Victorville, CA 92395

13040 Tamarisk Rd., Victorville, CA 92395

Attend the meeting from your computer, tablet or smartphone at this link:

<https://global.gotomeeting.com/join/612285245>

Dial in using your phone: United States: +1 (646) 749-3122 Access Code: 612-285-245

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas
2. **ROLL CALL:** Chair Marcia Vargas
3. **PUBLIC COMMENTS:** Members of the public may address the Foundation Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes and/or 250 words per person and 15 minutes per topic shall be observed. If you are attending virtually and wish to send in a public comment to be read at this meeting, please complete a "Registration Card to Address the Board" (located on the website) and email it to the Secretary at foundation@lcer.org. Your comment will be read at the meeting during public comments or as the agenda item is heard.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of August 2, 2021 Regular Meeting
 - .02 Approve Minutes of September 13, 2021 Regular Meeting
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Foundation Board Recruitment – Marcia Vargas
 - .02 LCER Board Update – Jessica Rodriguez
 - .03 Review of Annual Gala – Marcia Vargas
 - .04 School Needs and Foundation Support – Marcia Vargas
 - .05 HiDAS Endowment and Telescope Upgrade – Lisa Lamb
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 LCF Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Chair Marcia Vargas

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency at least 48 hours before the meeting by calling (760) 946-5414 x201. Any written materials relating to agenda items to be discussed in open session are available for public inspection prior to the meeting at 17500 Mana Rd., Apple Valley, CA.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
August 2, 2021**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas called the meeting to order at 9:03 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board members Duberly Beck, Desiree Burgnon, Buck Goodspeed, Jessica Rodriguez and Marcia Vargas were in attendance. Members Tyler Jaramillo and Umang Patel were absent. Staff members Jisela Corona, Teresa Dowd and Lisa Lamb were also in attendance.
3. **PUBLIC COMMENTS:** Marcia Vargas welcomed Sarina Daniel-Muhammad.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 7, 2021 Regular Meeting – Desiree, Buck
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Fundraiser Planning – Marcia Vargas
 - i. Annual Gala – Back to the Future – October 1, 2021 – with Jerry’s passing it can now be a tribute in memorial. It was discussed to name a building at NSLA after him, such as the Media Center, and use the current signage company. David will follow up on that. We could do a “dedication” after the Gala and see if the Lewis family has additional items to display. We will take this to the LCER Board. Marcia thanked Charity Frash for her help connecting to the Lewis family. We will do a double page tribute to Jerry in the program. He was a big proponent of education and former school board member. A certificate could be presented to his children and Julie. We need to sell 15 tables for the Gala. 8 are committed so we need to sell 7 more. The Gala should be on all the main pages of the web – LCER, AAE, NSLA, GAVRT and make it one of the “buttons”. We will find out the last day we can add plates over 150. We need to meet every other week and also set up a meeting with Michael. Proceeds from the Galas support both schools’ capital campaigns.
 - .02 Review of High Desert Regional Open Golf Tournament – The total revenue was over \$66K, with a net profit over \$53K that will be split with the Greater High Desert Chamber. Lisa commended the efforts of the group. Notes for next time:
 - Bring hot spots next time – internet was an issue
 - Put something LCER in the golfer bags
 - Think marketing – promote pictures
 - Raffle items went well
 - Golfer gift – be sure each Foundation Board member gets one
 - Location of registration
 - .03 Foundation Board Recruitment – Marcia Vargas again welcomed Sarina. Desiree may have a contact that is an AAE parent who she will meet with.
 - .04 LCER Board Update – Jessica Rodriguez reported that today is the first day back for AAE, the Grand Opening for NSLA is Sep 2 at 10:00 a.m., and NSLA construction is moving along. The Board approved a revised Independent Study policy.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 1. May/June 2021 Foundation Savings Report and Balance Sheet
 2. LCF Board Attendance Log

7. **BOARD/STAFF COMMENTS:**

.01 Ask a question for clarification

.02 Make a brief announcement or report on his or her own activities

.03 Future agenda items

8. **RECOMMENDATIONS TO THE LCER BOARD:** Naming of a building at NSLA after Congressman Lewis and buy a table for LCER gala.

9. **ADJOURNMENT:** Chair Marcia Vargas adjourned the meeting at 10:35 a.m.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
September 13, 2021**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas called the meeting to order at 9:06 a.m.
2. **ROLL CALL:** Foundation Board members Duberly Beck, Desiree Burgnon, Buck Goodspeed, Tyler Jaramillo, Jessica Rodriguez and Marcia Vargas were in attendance. Foundation Board member Umang Patel was absent.

Staff members Jisela Corona, Teresa Dowd, David Gruber and Lisa Lamb were also in attendance. Charity Frash was in attendance for Gala planning.

3. **PUBLIC COMMENTS:** None
4. **CONSENT AGENDA:**
 - .01 Approve Sarina Daniel-Muhammad as a Lewis Center Foundation Board Member – on a motion by Duberly Beck, seconded by Jessica Rodriguez, vote 6-0, the Lewis Center Foundation Board approved Sarina Daniel-Muhammad as a Lewis Center Foundation Board Member.
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Discuss Alternating Foundation Board Meeting Sites and Executive Order N-08-21 rescinding prior Executive Order N-29-20 and setting a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act – This is the last month we can meet by teleconference without posting the location of all members on the agenda. Teresa will send out communication on how to meet this guideline. The next Foundation Board meeting will be at NSLA and we will alternate sites each month. If you are unable to attend in person you would need to post your location on the agenda. Please let Teresa know agenda locations a week prior. We will change the time of all future meetings to 9:30 a.m. as well.
 - .02 Foundation Board Recruitment – Marcia Vargas reported that Michaela Sepulveda may be a good member on the Foundation Board, but she would be in class at the time.
 - .03 LCER Board Update – Jessica Rodriguez reported that we had NSLA’s grand opening and their first day of school earlier this month. Pick up and drop off is being worked on to make it smoother. Everyone is excited and positive. The naming of the media building at NSLA after Jerry Lewis was passed by the LCER Board. We will encourage Gala participation at today’s LCER Board meeting.
 - .04 Fundraiser Planning – Marcia Vargas
 - i. Annual Gala – Back to the Future – October 1, 2021 – planning was discussed.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 1. July 2021 Foundation Savings Report and Balance Sheet
 2. Donations 2021-22
 3. Give and Get 2021-22
 4. Final Golf Tournament Revenue/Expense Report
 5. LCF Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Chair Marcia Vargas adjourned the meeting at 10:32 a.m.

LCF Board Meetings
Attendance Log 2021

	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	TOTAL
Buck Goodspeed	Present	Present	Present	Present	Present	Present	Present				100%
Marcia Vargas	Present	Present	Present	Present	Present	Present	Present				100%
Duberly Beck	Present	Present	Present	Absent	Present	Present	Present				86%
Tyler Jaramillo	Absent	Present	Present	Present	Absent	Absent	Present				57%
Jessica Rodriguez	Present	Absent	Present	Absent	Absent	Present	Present				57%
Desiree Burgnon	Absent	Absent	Present	Absent	Present	Present	Present				57%
Umang Patel	Present	Absent	Absent	Absent	Absent	Absent	Absent				14%