

**Lewis Center Foundation
Special Meeting Minutes
January 14, 2020**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Marcia Vargas called the meeting to order at 9:10 am.
2. **ROLL CALL:** Lewis Center Foundation Board Members Duberly Beck, Desiree Burgnon, Charity Frash, Buck Goodspeed, Tyler Jaramillo, Umang Patel and Marcia Vargas were in attendance.

Lewis Center Foundation Board Member Jessica Rodriguez was absent.

LCER Board member Jim Morris was also in attendance.

Staff members Valli Andreasen, Michael Clark, Teresa Dowd were also in attendance.

3. **PUBLIC COMMENTS:** None
4. **DISCUSSION/ACTION ITEMS:**
 01. Discuss 2020 Annual Gala

The date for the Gala has been changed to May 22, 2020. We would like to get the Save the Date out electronically ASAP. Michael shared the latest draft with the group. We will print the Save the Date cards as well to hand out to contacts, parents and keep in the front offices. Michael will work on printing two banners for each campus to hang up near drop off areas.

The invitation will be the next item to complete. Marcia would like it back from the printer, in hand, March 2. The format will be the same as last year but with the updated table amount and new logo. She asked if we could have a draft by the February 4 meeting.

We received a quote from the Delorean company Matt was working with. It came out higher than expected. Teresa will follow up with another vendor.

Sponsorship levels were discussed. We will have a list of sponsor names next to the entertainment, photo booth and Delorean.

Add anyone or update contact information to the Google doc. Also, add your name of next to whom you are contacting.

Lisa was checking into entertainment and will send an update.

Umang is checking on photo booth pricing.

5. **ADJOURNMENT:** Chairman Marcia Vargas adjourned the meeting at 10:16 a.m.