

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

Meeting at Lewis Center for Educational Research

17500 Mana Rd., Apple Valley, CA 92307

Additional Location: 503 E. Central Ave., San Bernardino, CA 92408

September 4, 2018 - Public Meeting – 9:00 a.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Chair Marcia Vargas
2. **ROLL CALL:** Chair Marcia Vargas
3. **PUBLIC COMMENTS:** Members of the general public may address the Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes shall be observed. Those wishing to speak are invited to fill out a Request to Speak Card and give it to the Secretary.
4. **SPECIAL PRESENTATIONS:**
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of August 7, 2018 Regular Meeting
6. **DISCUSSION/ACTION ITEMS:**
 - .01 Recruitment – Ongoing
 - .02 Day of Giving – Give Big San Bernardino
 - .03 AAE Wish List
 - .04 Short Term Fundraising Needs
 - a. School Needs
 - i. AAE and NSLA Classroom Science Needs
 - .05 Long Term Fundraising Needs
 - a. Scholarship Funds
 - i. Wine and Cheese Fundraiser September 27, 2018
 - b. Unrestricted Funds
 - i. Paint Night
 - c. Capital Campaign Funds
 - i. Annual Gala April 26, 2019
7. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 1. Foundation Balance Sheet and Foundation Savings Report– July 2018
 2. Donations – 2018-19
8. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement
 - .03 Make a brief report on his or her own activities
 - .04 Future agenda items
9. **RECOMMENDATIONS TO THE LCER BOARD:**
10. **ADJOURNMENT:** Chair Marcia Vargas

**Lewis Center Foundation
Minutes
August 7, 2018**

1. **Call to Order:** Marcia Vargas, Lewis Center Foundation Chair, called the meeting to order at 9:02 a.m.
2. **Roll Call:** Lewis Center Foundation Members Desiree Burgnon, Charity Frash, Buck Goodspeed, Kate O'Rourke and Marcia Vargas (by phone but not included in vote) were present.

Lewis Center Foundation Members Tyler Jaramillo and Donna Siegel were absent.

Staff members Teresa Dowd, David Gruber and Lisa Lamb were also in attendance.

3. **Public Comments:** None
4. **Special Presentations:** Educational Activity Grant Update: A video presentation of Jaden Sipe's NYLF trip to UC Berkeley was presented. Regina Bell sent a thank you letter as well.
5. **Consent Agenda:**
 - .01 Approve Minutes of June 5, 2018 Regular Meeting

On a motion by Desiree Burgnon, seconded by Kate O'Rourke, vote 4-0, the Lewis Center Foundation Board of Directors approved Consent Agenda Item 5.01.

6. **Discussion/Action Items:**
 - .01 Recruitment – Marcia is trying to get another LCER Board member to join the Board. Charity noted that AAE parent Shauna Lorz is interested. She also asked what qualifications were needed. A job description is posted on the web site. Potential candidates should be well connected to the community. We need more representation from San Bernardino as well.
 - .02 Short Term Fundraising needs – Marcia asked about the AAE field. It is going well, and will be reseeded in a few areas. The NSLA field was worked on as well.
 - a. School Needs
 - i. AAE and NSLA Classroom Science Needs
 - .03 Long Term Fundraising needs
 - a. Scholarship Funds
 - i. Memorial Scholarships were discussed. We will keep the one coming out of the Foundation's scholarship funds as is for now and will revisit later.
 - ii. Wine and Cheese Fundraiser – September 27, 2018 – The invitation was reviewed and changes noted. It will go out through Parent Square and Bloomerang. Registration is online.
 - b. Unrestricted Funds
 - i. The 2018-19 mailer was reviewed and changes noted. It will go out through Parent Square and Bloomerang.
 - ii. Paint Night – Buck knows a performance artist and will talk with him about doing an event.
 - c. Capital Campaign Funds
 - i. The AAE Field has some engineering and permit expenses that will be paid from the AAE Capital Campaign Fund.
 - ii. We will be checking into the Hilton Garden Inn for the Gala on April 26, 2019. It's location off the freeway is convenient.

7. Information Included in Packet:

.01 Lewis Center Foundation Financial Reports

1. Foundation Balance Sheet and Foundation Savings Report – June 2018
2. Donations – 2017-18

8. Board/Staff Comments:

.01 Ask a question for clarification

.02 Make a brief announcement

.03 Make a brief report on his or her own activities

.04 Future agenda items

9. Recommendations to the LCER Board: Inform of the Wine and Cheese Social on September 27.

10. Adjournment: Marcia Vargas, Lewis Center Foundation Chair, adjourned the meeting at 10:20 a.m.

LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
July 1 - July 31, 2018

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$11,145.36
Revenue		
Transfer from Savings - Scholarships	\$2,800.00	
Online Donations - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$2,900.00	
Expenditures		
USC - Matthew Burgnon - Bud Biggs Scholarship	\$500.00	
UC Santa Barbara - Sage Gunthner - SLT Scholarship	\$250.00	
CSU Long Beach - Brandon Miura - AAE Staff Scholarship	\$500.00	
Western Oregon University - Simone Horton - San Manuel Scholarship	\$1,000.00	
UC Riverside - Samantha D'Anna - Edison International Scholarship	\$5,000.00	
Grand Canyon University - Michelle Cunningham - AAE PTC Scholarship	\$500.00	
Cal Baptist University - Kara Cambridge - AAE PTC Scholarship	\$500.00	
Vanguard University - Kelsey Bryant - San Manuel Scholarship	\$1,000.00	
LCER - Matt Huffine - Educational Activity Grant	\$1,000.00	
Transfer to Savings - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$10,350.00	
Ending Balance	<i>Total</i>	\$3,695.36

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$95,648.62
Restricted Funds- NSLA Capital Campaign		\$21,871.22
Restricted Funds - Davis Endowment		\$10,959.19
Restricted Funds - HiDAS Endowment		\$64,462.00
Restricted Funds - Scholarships		\$35,192.94
Unrestricted Funds		\$41,497.56
		\$269,631.53
Revenue		
Unrestricted Donations	\$1,000.00	
Transfer from Checking - Online Donation to NSLA Capital Campaign	\$100.00	
AAE Staff Scholarship Donations	\$35.00	
Interest	\$23.54	
<i>Total</i>	\$1,158.54	
Expenditures		
Transfer to Checking - Educational Activity Grant - Scholarships	\$1,000.00	
Transfer to Checking - Kobold Scholarship	\$300.00	
Transfer to Checking - San Manuel Scholarship	\$1,000.00	
Transfer to Checking - AAE PTC Scholarship	\$500.00	
<i>Total</i>	\$2,800.00	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$95,657.10
Restricted Funds - NSLA Capital Campaign		\$21,973.10
Restricted Funds - Davis Endowment		\$10,960.13
Restricted Funds - HiDAS Endowment		\$64,467.65
Restricted Funds - Scholarships		\$32,430.76
Unrestricted Funds		\$42,501.33
	<i>Total</i>	\$267,990.07

Total Checking and Savings

\$271,685.43

Foundation Savings - 4100005285

2018-2019

As of 7/31/18

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$95,648.60			\$8.47	\$95,657.07
NSLA Capital Campaign	\$21,871.22		\$100.00	\$1.88	\$21,973.10
Davis Scholarship Endowment	\$10,959.18			\$0.94	\$10,960.12
HiDAS Endowment	\$64,462.00			\$5.65	\$64,467.65
Scholarships	\$35,192.94	\$2,800.00	\$35.00	\$2.82	\$32,430.76
Unrestricted	\$41,497.57		\$1,000.00	\$3.77	\$42,501.34
TOTAL					\$267,990.05

Restricted Scholarship Funds					
AAE PTC Scholarship	\$3,016.80	\$500.00			\$2,516.80
AAE Staff Scholarship	(\$75.67)		\$35.00		(\$40.67)
Ambassador's Scholarship	\$0.00				\$0.00
Bud Biggs Memorial Scholarship	\$86.29				\$86.29
Edison Scholarship	\$0.00				\$0.00
IT Scholarship	\$4.29				\$4.29
Ken Cooper Scholarship	\$1,500.00				\$1,500.00
Kobold Sholarship	\$318.00	\$300.00			\$18.00
Mike Mangold Scholarship	\$4,250.00				\$4,250.00
San Manuel Scholarship	\$2,000.00	\$1,000.00			\$1,000.00
Schools First Scholarship	\$0.00				\$0.00
SLT Scholarship	\$700.00				\$700.00
Total Unrestricted Scholarship Funds					\$22,396.05

AAE Restricted Capital Campaign Funds					
High Desert Turtle and Tortoise Club	\$2,500.00				\$2,500.00
AAE Gym Weight Room	\$2,150.00				\$2,150.00
Watertower, Gristmill, Shade Structures	\$57,953.82				\$57,953.82
Total Unrestricted AAE Capital Campaign					\$33,053.25

Date	Name	Amount	Fund	Campaign	Appeal
8/13/2018	AAE PTC	\$1,000.00	AAE	Department	High School
8/14/2018	Marcia Vargas	\$103.30	Foundation	NSLA Capital Campaign	
7/14/2018	Marcia Vargas	\$103.30	Foundation	NSLA Capital Campaign	
8/10/2018	AAE PTC	\$2,000.00	Foundation	Scholarships	AAE PTC Scholarship
8/21/2018	Gabe Lovato	\$123.01	Foundation	Scholarships	Wine & Cheese Mixer
8/15/2018	Marcia Vargas	\$102.56	Foundation	Scholarships	Wine & Cheese Mixer
8/23/2018	Charity Frash	\$61.66	Foundation	Scholarships	Wine & Cheese Mixer
8/16/2018	Kevin Porter	\$61.66	Foundation	Scholarships	Wine & Cheese Mixer
8/13/2018	Anne Stockwell	\$61.66	Foundation	Scholarships	Wine & Cheese Mixer
7/30/2018	Lisa Lamb	\$61.66	Foundation	Scholarships	Wine & Cheese Mixer
8/22/2018	Sharon Page	\$60.00	Foundation	Scholarships	Wine & Cheese Mixer
8/20/2018	David Rib	\$60.00	Foundation	Scholarships	Wine & Cheese Mixer
8/20/2018	Lisa Longoria	\$30.98	Foundation	Scholarships	Wine & Cheese Mixer
7/27/2018	Mitsubishi Cement Corporation	\$500.00	Foundation	Unrestricted	
7/27/2018	Caldwell, Kennedy & Porter	\$200.00	Foundation	Unrestricted	
7/27/2018	Kirt Mahlum	\$200.00	Foundation	Unrestricted	
		\$3,729.79			
7/25/2018	CharterSafe	\$100.00	LCER		
7/17/2018	Los Domingos	\$50.00	LCER		
7/17/2018	Johnny D's	\$40.00	LCER		
7/17/2018	Pizza Factory	\$15.00	LCER		
		\$205.00			
	TOTAL	\$ 4,934.79			