

Fundraising Foundation Meeting Minutes
August 25, 2016

Present: Pat Caldwell, Teresa Dowd, Lisa Lamb, Rena Payne, Jim Quinn and Donna Siegel

Lisa and Rena have been “friendraising” by attending Apple Valley and Victor Valley Chamber meetings and will be joining the San Bernardino Area Chamber as well.

Teresa shared that we have been having discussions amongst LCER staff regarding finance issues such as different entities and accounts. It is still confusing due to the different categories of Lewis Center and Foundation accounts. We still need to work out some internal issues. Lisa has also had discussions with Exec Team.

The difference between the Lewis Center and the Foundation was discussed. They are really the same entity but with 2 different names. It will not be possible to change the name of the corporation to the Lewis Center at this time due to lender’s requirements on our loans. Possibly once all debt is paid off we can look into it, but for now we will treat the Foundation and the Lewis Center as the same entity and use only the Lewis Center name. Legal filings will have the legal name as required.

On the next Board of Directors agenda, Teresa will add the following name changes for approval:

From: High Desert “Partnership in Academic Excellence” Foundation, Inc. Board
To: Lewis Center for Educational Research Board

From: Fundraising Committee
To: Lewis Center Foundation

Donna will explain the new Lewis Center Foundation and request 4 additional board members to join the Committee and be sure that NSAA is represented.

The donor database software has been purchased and Teresa has been entering donors into the system. It will be a great addition to track, cultivate and retain donors.

Pat shared St. Mary’s Foundation materials with us: Org Chart, Bylaws, Committee Job Descriptions, and Annual Plan. These will be very helpful in developing the Lewis Center Foundation. Pat will work on a draft of the Bylaws for us. It would be wonderful someday to have an Executive Director and staff of the Foundation!

The parent pledge program was discussed. It is something we will need to work out how we pursue this type of “blanket donation” as there are many entities that receive donations.

After the bylaws are completed and new Board members added to the committee, we will invite community members to join. Be thinking of anyone to add to the invite list and send them to Rena.

The next meeting was scheduled for September 29 at 9:00 a.m. Rena will send out an invite.