

**Lewis Center Foundation
Minutes
July 11, 2017**

1. **Call to Order:** Marcia Vargas, Lewis Center Foundation Chair, called the meeting to order at 10:52 a.m.
2. **Roll Call:** Lewis Center Foundation Members Donna Siegel and Marcia Vargas were present.

Lewis Center Foundation Member Kevin Crosson was absent.

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

3. **Public Comments:** None

4. **Consent Agenda:**

.01 Approve Minutes of March 6, 2017

On a motion by Donna Siegel, seconded by Marcia Vargas, vote 2-0, the March 6, 2017 minutes were approved.

5. **Discussion/Action Items:**

.01 Review recruitment cards received: Cards received were handed out, we need more diversity on the Board, and more from San Bernardino. Contacts are needed in churches, Spanish news, and media. Lisa will work on script on the Foundation and what it is we want them to do for calling potential recruits. Teresa will develop a log for contacting recruits.

.02 Next steps: We need to be able to tell who we are and why donors should give to us. Norton has a historical aspect we can use.

Donna suggested Lisa doing a 960 talk radio segment with Roxanne Skafidi.

Board members could go with Lisa to chamber meetings to talk up the Lewis Center. We will look into ordering name tags for Board members for events like this.

.03 Update on Public Relations:

- a. Brochure: The brochure was not reviewed.
- b. Sponsorship Letter: Sponsorship levels need to be defined. We can do a mail campaign for past sponsors and parents of each school.
- c. LCER Board Sponsorship: The LCER Board was given an ongoing monthly donation form. Marcia is the LCER Board member to respond.
- d. Video: The video was not reviewed.

6. **Board/Staff Comments:** None

7. **Recommendations to the LCER Board:** None

8. **Adjournment:** Marcia Vargas, Lewis Center Foundation Chair, adjourned the meeting at 12:15 p.m.