

**Lewis Center Foundation
Regular Minutes
October 19, 2020**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas called the meeting to order at 9:01 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board Members Duberly Beck, Desiree Burgnon, Tyler Jaramillo, Jessica Rodriguez and Marcia Vargas were in attendance.

Lewis Center Foundation Board Members Charity Frash, Buck Goodspeed, and Umang Patel were absent.

LCER Staff Members Jisela Corona, Teresa Dowd, David Gruber and Lisa Lamb were also in attendance.

3. **PUBLIC COMMENTS:** None
4. **SPECIAL PRESENTATION:**
 1. A few minutes of the 40-minute part 1 30th Anniversary Documentary, produced and directed by Jisela Corona, was shown, along with an outtake from the 20+ year staff. The Documentary and \$30 for 30 Years Fundraiser will be kicked off on Face Book Live at the LCER Board meeting this afternoon. There was also a write up in the Daily Press today about LCER's 30th Anniversary.
5. **CONSENT AGENDA:**
 1. Approve Minutes of June 2, 2020 Regular Meeting
 2. Approve Minutes of August 3, 2020 Regular Meeting
 3. Approve Minutes of September 14, 2020 Regular Meeting
 4. Approve Minutes of September 25, 2020 Special Meeting

On a motion by Duberly Beck, seconded by Tyler Jaramillo, vote 5-0, the Lewis Center Foundation Board approved Consent Agenda Items 5.01 - 5.04.

6. **ACTION ITEMS:**
 1. Approve \$500 Stipend for Steve Orsinelli for Work on 30th Anniversary Video – On a motion by Tyler Jaramillo, seconded by Desiree Burgnon, vote 5-0, the Lewis Center Foundation Board approved the \$500 stipend for Steve Orsinelli.

7. **DISCUSSION ITEMS:**
 1. Discuss LCER 30th Anniversary Call to Action Fundraiser – The web page for the fundraiser is live, and the link to part 1 of the 30th Anniversary Documentary will go live during the LCER Board meeting this afternoon. Part 2 will possibly be presented at the 2021 Gala. Donation incentive items were discussed. We were not impressed with the quality of the sample wine glass-engraving Desiree was quoted. Lisa showed some wine glasses the Victor Valley Chamber had done, which were a lesser price including the glass. We will get quotes from this company for the wine glasses, bumper sticker, yard sign and t-shirts.
 2. Review and Update Contact Date of Users in Give Smart – Lewis Center Foundation Board members should have received an email regarding Admin access to Give Smart. Contacts, which are called “Users” in the system, can be added directly. Please be sure to update any contact information, or send it to us to update.
 3. Foundation Board Research of Corporate Donations – Lisa discussed the Lewis Center Foundation Board members being Lewis Center ambassadors and making connections, including reaching out to corporate sponsors. It was also discussed to put together gift baskets for new NSLA neighbors with 30th Anniversary and NSLA items. Duberly is going to put together a list of businesses in the area, and asked Jisela to send her the list she had started. Duberly is also going to get a quote for a 30’x6’ banner for the fence that says “Future home of Norton Science and Language Academy”.
 4. Giving Tuesday – Giving Tuesday is December 1, 2020. We will promote the \$30 for 30 Years Fundraiser.
 5. Recruitment for Lewis Center Foundation Board – We need additional members on the Board. Please submit names of anyone you think would be interested.

8. INFORMATION INCLUDED IN PACKET:

.01 Lewis Center Foundation Financial Reports

1. August 2020 Foundation Savings Report and Balance Sheet
2. Donations 2020-21
3. LCF Board Attendance Log

9. BOARD/STAFF COMMENTS:

1. Ask a question for clarification
2. Make a brief announcement or report on his or her own activities – Marcia will send a link regarding a fundraiser for California Hospital Medical Center Foundation we could look at as a model for our Spring Gala.
3. Future agenda items

10. RECOMMENDATIONS TO THE LCER BOARD: Update the LCER Board on the \$30 for 30 Years Fundraiser.

11. ADJOURNMENT: Chair Marcia Vargas adjourned the meeting at 10:01 a.m.