

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)  
November 1, 2021**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Chair Marcia Vargas
2. **ROLL CALL:** Foundation Board members Duberly Beck, Sarina Daniel (by phone – not posted), Buck Goodspeed (by phone – not posted), Tyler Jaramillo and Marcia Vargas were present.

Foundation Board members Desiree Burgnon, Jessica Rodriguez and Umang Patel were absent.

Staff members Jisela Corona, Teresa Dowd and David Gruber were also in attendance.

Edie Armenta, NSLA parent, joined us to see if she's interested in joining.

3. **PUBLIC COMMENTS:** Reminder to Board to provide alternate location 1 week prior to meeting to be posted on the agenda and be included in the quorum. The next meeting is December 6 at NSLA. Marcia Vargas welcomed Edie to the meeting and encouraged her to join the Foundation Board.

4. **CONSENT AGENDA:**

- .01 Approve Minutes of October 18, 2021 Regular Meeting – This item was not approved as a quorum was not present.

5. **DISCUSSION/ACTION ITEMS:**

- .01 School Needs and Foundation Support – David Gruber reported there is already \$ earmarked for shade at AAE. There are robotics and computer science needs at both schools. Other needs are shade trees, AAE visual and performing arts needs such as stage curtains, athletic uniforms and equipment, and the NSLA playground. The schools are required to provide uniforms per CIF guidelines. Sponsored uniforms are ok as long as the students are not asked to pay for them. David will find out what uniforms have been purchased for each team at both schools. Knowing the needs not covered by general funds will help us fundraise. We want to strategic plan with the LCER Board to plan out needs for the next 5 years. Valli, Fausto, Lisa and David will develop 2 lists: specific immediate needs and long term needs. There is a form that the principals can fill out to request funds from the Foundation with the quote attached.
- .02 Noche de Estrella Foundation Booth – Jisela and Edie have discussed ideas regarding the booth. The event is November 13 from 3:00 – 7:00. We need volunteers. We'll send out something to the Foundation to sign up for time slots.
  - i. Foundation purchase t-shirts for volunteers – The early estimate is \$8 per shirt and there are about 30 volunteers. We will order at least 100 shirts and sell them for \$20. Tyler suggested having a website with LCER items to sell prior to events.
  - ii. Foundation have a booth and sell items – Edie will chair the booth and had an idea to get LED lighted balloons to sell. Edie will purchase them. We could also recruit for the Foundation at this event with a postcard in English and Spanish and be able to speak to recruitment.
- .03 Giving Tuesday November 30, 2021 – This is a national day for nonprofits to solicit donations. Jisela will be working with the Interns on this call to action.
- .04 Next Year's Gala – Marcia Vargas discussed that this year's Gala was for this school year (2021/22) so next year's Gala won't be until May of 2023 for the 2022/23 school year. It was suggested to do a smaller event in May 2022 such as at a brewery. We would like to appoint a scholarship chair, gala chair, wine/brewery chair (Tyler) and a golf chair. Tyler and Jisela will work on a location for the brew event.
- .05 Foundation Board Recruitment – Marcia Vargas has contacted Charity Frash and Pat Caldwell. Buck has contacted Robert Lovingood. Jisela has contacted Araceli Gonzalez. We really need more participation so encourage those you feel would be a good fit to join.

- .06 LCER Board Update – David provided an update that the Board was made aware of an investigation on the AAE campus and it is in the hand of the authorities. Vaccine mandates is a topic that will be brought forward to the Board in the form of a Resolution and Letter to the Governor encouraging the option for testing weekly and to allow exemptions.
- .07 Nominate Chair of the Lewis Center Foundation Board – Marcia Vargas has emailed Desiree to see if she’s interested. She’s busy at this time. Tyler is branching out in his business. We will postpone this item to December.
- .08 Elect Vice Chair of the Lewis Center Foundation Board – We will postpone this item to December.

**6. INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*

- .01 Lewis Center Foundation Financial Reports
- .02 Donations 2021-22
- .03 Lewis Center Foundation Board Attendance Log
- .04 LCER Grant Tracking Report

**7. BOARD/STAFF COMMENTS:**

- .01 Ask a question for clarification
- .02 Make a brief announcement or report on his or her own activities – Dec 1 and 8 will be milestone employee recognition celebrations; we are finalizing the bond to build the NSLA Gym with construction to start in January and be completed by July. Duberly wants to do the brick sales. Marcia thanked Lisa and Admin for working through difficult issues and have our support.
- .03 Future agenda items – approve new members, chair and vice chair.

**8. RECOMMENDATIONS TO THE LCER BOARD:**

**9. ADJOURNMENT:** Chair Marcia Vargas 11:30 a.m.