

Lewis Center Foundation
Minutes
May 5, 2020

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Marcia Vargas called the meeting to order at 9:07 am.
2. **ROLL CALL:** Lewis Center Foundation Board Members Duberly Beck, Charity Frash, Buck Goodspeed, Tyler Jaramillo, Umang Patel and Marcia Vargas were in attendance.

Lewis Center Foundation Board Members Desiree Burgnon and Jessica Rodriguez were absent.

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

3. **PUBLIC COMMENTS:** None
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of December 10, 2019 Regular Meeting
 - .02 Approve Minutes of January 14, 2020 Special Meeting
 - .03 Approve Minutes of February 4, 2020 Regular Meeting
 - .04 Approve Minutes of March 3, 2020 Regular Meeting

On a motion by Buck Goodspeed, seconded by Duberly Beck, vote 6-0, the Lewis Center Foundation Board approved Consent Agenda items 4.01-4.04.

5. **ACTION ITEMS:**
 - .01 On a motion by Tyler Jaramillo, seconded by Buck Goodspeed, vote 6-0, the Lewis Center Foundation Board approved moving Lewis Center Foundation Board meetings to the first Monday of the month instead of the first Tuesday, beginning August 2020.
6. **DISCUSSION ITEMS:**
 - .01 Discuss Annual Gala – As the 2020 Gala was cancelled, Give Smart extended our contract to 2022. We can use the platform for any events we are able to have in the future, such as the golf tournament. The new Gala date is 5/21/21.
 - .02 Discuss Annual Golf Tournament – Lisa reported that the Chamber has some hope that we will be able to hold the golf tournament, but it is unknown at this time. We have donors that we are hoping to capitalize on. We also need to gear up for Giving Tuesday in November. Marcia asked Jisela to get familiar with Give Smart and to update our contacts in the new system.
7. **INFORMATION INCLUDED IN PACKET:**
 - .01 Lewis Center Foundation Financial Reports
 1. February 2020 Foundation Balance Sheet
 2. February 2020 Foundation Savings Report
 3. Donations 2019-20
 4. Gala Revenue/Expense Update
 5. LCF Board Attendance Log

8. **BOARD/STAFF COMMENTS:**

1. Ask a question for clarification
2. Make a brief announcement or report on his or her own activities – Lisa briefly updated the Board on school activities, NSLA Construction project financing and the AAE MRP construction project. Foundation assistance will be important moving forward. The Foundation thanked the Governing Board for their work. Duberly updated the Board on retirement gift pricing. We have 4 upcoming retirements. The only problem is places aren't open at this time. We can possibly order gifts online, but it will cost more. Buck has contact that aren't currently open as well. We would also like to discuss milestone gifts.
3. Future agenda items – Retirement gifts – Duberly will bring information on what she's done in the past and we will get a list of employee start dates to discuss milestone gifts.

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

10. **ADJOURNMENT:** Chairman Marcia Vargas adjourned the meeting at 9:56 a.m.