

**Lewis Center Foundation
Minutes
September 3, 2019**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Marcia Vargas called the meeting to order at 9:09 am.
2. **ROLL CALL:** Lewis Center Foundation Board Members Desiree Burgnon, Charity Frash, and Marcia Vargas were in attendance.

Lewis Center Foundation Board Members Buck Goodspeed, Tyler Jaramillo and Umang Patel were absent.

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

3. **PUBLIC COMMENTS:**
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of August 6, 2019 regular Meeting – Consent Agenda Item 4.01 was not approved as a quorum was not present.
5. **DISCUSSION/ACTION ITEMS:**
 1. Review and/or Approve Revised Bylaws and Job Description – the documents were reviewed. Changes reflect the bylaws and the fact that the Foundation Board does not need term limits. Marcia would like to bring on the authorized AAE student. We will bring the documents for approval to the next meeting.
 2. Discuss LCF Board Recruitment – We are still looking for additional members on the Lewis Center Foundation Board. Marcia will talk to Jessica on the LCER Board. People from organizations with footprints in both communities would be ideal, such as Goodwill and Kona Ice, as well as chamber members.
 3. Discuss 2019 Golf Tournament – the Chamber was concerned about sponsors but they have been coming in. A few more are needed. Volunteers are need the morning of September 27 at 6:00 a.m. – Duberly, Marcia, Charity and Desiree will be there.
 4. Discuss 2020 Annual Gala – the theme is Back to the Future. The AAE band is working on the theme song. We are inviting Congressman Lewis to be our honoree. Duberly will chair the Gala Committee. We will get banners for each school to promote the gala. Matt and Bea will work with Michael on designing the invitations. Matt found a Delorian to rent with props. He will reserve it for that date. We will develop a timeline at the next meeting.
Discuss Science on a Sphere – We are just finishing renovation on the room that will house the sphere. The sphere should be delivered by the end of next week and installed the following week. NASA HQ is coming out soon and we are still in discussions about the NASA visitor’s center. Matt and Orlando from the Town are working on a business plan for the visitor’s center.

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

1. Lewis Center Foundation Financial Reports – Marcia asked why the 2019 Gala \$ had not shown up in the report yet. We were waiting for a sponsorship that has not been received. The funds will be reflected in the next report. She also asked that donations to the Chile Exchange be tracked.
 1. June 2019 Foundation Balance Sheet
 2. June 2019 Foundation Savings Report
 3. Donations 2019-20
 4. LCF Attendance Log

8. **BOARD/STAFF COMMENTS:**

1. Ask a question for clarification
2. Make a brief announcement –
 - Lisa noted that AVCI had a kick off assembly for AAE last week and the AAE STEM night is tomorrow night.
 - Lisa was contacted by SBCSS to attend a Mandarin delegation. Our partner Jia Quan attended and spoke highly of LCER. AAE just hosted 19 Chinese teachers and two of the Ambassadors were able to provide them information in Mandarin. AAE is also hosting six Chinese teachers in October. The world language presence is really taking hold.
 - There is good news on the propositions. CCSA provided good compromises. There is a moratorium on blended schools, there is more authorizer oversight, and appeal provisions have been added back in.
 - Lisa was invited again to apply for the State of Education Board. She was a finalist last round.
 - AAE is co-sponsoring the 9/11 ceremony with the Town.
3. Make a brief report on his or her own activities
4. Future agenda items – the next meeting will be held at AVCI.

9. **RECOMMENDATIONS TO THE LCER BOARD:** Marcia will not be at the LCER Board meeting. Matt will update the Board on the gala, golf tournament and sphere.

10. **ADJOURNMENT:** Chairman Marcia Vargas adjourned the meeting at 10:25 a.m.