

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)  
November 3, 2023**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Marisol Sanchez, Foundation Board Chair called the meeting to order at 10:07 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board Members Vianey Gonzalez, Ambar Palacios, Jessica Rodriguez and Marisol Sanchez were in attendance. Members Buck Goodspeed and Genesis Vargas were absent. Staff members Teresa Dowd, David Gruber and Lisa Lamb were also in attendance.
3. **PUBLIC COMMENTS:** None
4. **CONSENT AGENDA:**
  - .01 Approve minutes September 8 and October 6, 2023 Regular Meetings - On a motion by Jessica Rodriguez, seconded by Ambar Palacios, vote 4-0, the minutes were approved by roll call vote.
5. **DISCUSSION/ACTION ITEMS:**
  - .01 Approve Designating Gala Proceeds of \$17,235 to Unrestricted – On a motion by Jessica Rodriguez, seconded by Ambar Palacios, vote 4-0, it was approved to designate the gala proceeds to unrestricted by roll call vote.
  - .02 Review Venue Checklist – Teresa Dowd reviewed the venue checklist for previewing venues for the gala. Vianey, Jisela and Teresa will start gathering information on gala venues.
  - .03 Review Employee Recognition Program – The gifts and bonuses given through the employee recognition program were reviewed. An idea was to do gift cards instead of a bonus, but even with a gift card we are still responsible to report it and it is taxable. A separate bonus check would provide the full amount up front and wouldn't be taxed until the end of the year. It would also be more exciting to get it within the card given at the monthly recognition. We will do this and also add a \$100 bonus for 5 year milestone recipients beginning January 1, 2024. It was decided to eliminate the LCER gift as we have been having difficulty finding a reliable vendor. The Foundation will provide a back to school gift to all staff annually. A milestone recognition ceremony will be held December 13 at both campuses @ 2:45 in the MPR. Please join us if you can. We will be sure to recognize this is provided by the Foundation and will share upcoming events.
  - .04 Fundraisers
    - i. McDonald's Fundraiser – This will be January 24, 2024 from 4:00 - 7:00 at 19200 Bear Valley Rd., AV 92308 and 1575 E. Highland Ave., San Bernardino 92404. We need to promote the event with students, cheer, Ambassadors, ASB, ROTC, Folklorio, performance groups, choir, band, etc.
    - ii. Wine Social – This will be April 18, 2024. Teresa and Jisela will be visiting wineries and developed a checklist for this as well.
    - iii. Annual Gala – The date is September 28, 2024. Jisela and Teresa will review casino options. It would need to be determined how the casino theme would fit with the gala presentation. Maybe the games could be played during the cocktail hour, and still include dancing after the program.
6. **INFORMATION INCLUDED IN PACKET:**
  - .01 Lewis Center Foundation Financial Reports
  - .02 Donations 2023-24
  - .03 Lewis Center Foundation Board Attendance Log
  - .04 LCER Board/Lewis Center Foundation Give and Get

**7. BOARD/STAFF COMMENTS:**

- .01 Ask a question for clarification or make a brief announcement or report on his or her own activities
  - Lisa Lamb reported that NSLA was invited by San Manuel to apply for a \$100K grant. PBS showcased AAE's SFROTC and it aired this week. We had a film crew out last week from CSDC filming our space force to show a video at the conference and they will also be doing the color guard. They recognized Jisela as a top PIO. We also sent in staff military photos for their video highlight. Councilman Ted Sanchez and Angel Arrington from SBCSS toured NSLA this week. Our NSLA Charter SB County Board of Education presentation is 11/13. We should promote the scholarship fund more.
- .02 Future agenda items

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

- 9. ADJOURNMENT:** Marisol Sanchez adjourned the meeting at 11:28. a.m.