

West Fargo Educational Foundation  
March 9, 2015

Attendees (*in person*): David Flowers, Heather Konschak, Mark Berntson, Karen Nitzkowski, Alison Otteson

Attendees (*via phone*): Shauna Vistad, Clint Schmidt

1) Hall of Fame

- a. The nomination process kicks off soon. Alison will touch base with the Nominations Committee (Jim, Mark B, Angela and Greg) to ensure everything is in order and ready to go.
- b. Alison will write a news release and distribute it to the Forum and Pioneer, and request a follow-up story to help generate interest.
- c. Heather will utilize the information from the news release in upcoming staff newsletters.
- d. Consider sending a pamphlet about the work of the Foundation, and information about the Hall of Fame (\$1335 mass mailing option via the WF Pioneer).
- e. The Speedway Event Center has been secured for the Hall of Fame banquet on October 1, 2015.
- f. As soon as more details are finalized, Foundation members should start fundraising to cover event costs. Mark will get a list of donations from 2014 to the members.

2) Grants

- a. Alison received \$1,000 from Bell State Bank's Pay It Forward program. She intends to donate that money to the Foundation, for promotional materials.
- b. Angela sent in the Xcel grant.
- c. The Rotary grant has been tabled until the next cycle.
- d. Angele and Alison have a follow-up call with the Bush Foundation regarding the denial of our grant application. The next grant window closes at the end of April, if we want to try again.
- e. Alex Stern Family Foundation grant is due March 31. Angela will write the application for the creation of a critical needs fund.
- f. FM Area Foundation grant is due May 1. Angela will write the application for the creation of a critical needs fund.

3) Mini Grants

- a. On March 2, all 11 applicants were notified of the level of funding they were receiving from the Foundation. The decision was made to fund all 11, within the \$5,000 maximum.
- b. Agreement forms are due on March 13; 7 of 11 have already been returned.
- c. Heather will send out brief surveys to the applicants and the review committee members, to solicit feedback on the first run of this process. She will compile all responses and bring back to the April meeting.
- d. The Foundation hopes to have one or two grant windows in 2015-16.

4) Board Members

- a. Heather is still working on new student representatives from CHS and SHS.

5) Next Meeting – April 13, 2015 @ 7:30 AM