

West Fargo Educational Foundation

Summary of 06.18.13 Meeting

Attendees: David Flowers, Mark Lemer and Heather Konschak // Greg Tehven, Jimmy Hoy and Clint Schmidt (via phone)

- 1) 501(c)3 status
 - a. The Foundation's 501(c)3 status has been confirmed by the IRS.
- 2) Conflict of Interest
 - a. All current Foundation Board members have signed the conflict of interest forms and returned said forms to Mark Lemer.
 - i. Forms have been received from Kaitlyn Kuntz, Gary Clark, Allison Otteson, Jimmy Hoy, Karen Nitzkowski, Greg Tehven, Clint Schmidt and Dr. Flowers.
 - b. The group discussed technical discrepancies on several of the submitted forms. Mr. Lemer will confirm the information with the district's attorney, before filing.
 - c. Mr. Schmidt moved, seconded by Dr. Flowers, to approve the conflict of interest forms, once confirmed by legal counsel, and to officially place them on file. The motion carried.
- 3) Foundation Executive Board
 - a. The Executive Board members' terms end on June 30.
 - b. President > Mr. Schmidt will visit with Ms. Otteson regarding her interest in serving as the Foundation President.
 - c. First Vice President > Dr. Flowers will visit with Mr. Clark regarding his interest in serving as the Foundation First Vice President.
 - d. Second Vice President > Mr. Hoy will continue as the Foundation Second Vice President.
 - e. Secretary > Mr. Schmidt will serve as the Foundation Secretary.
 - f. Treasurer > Dr. Flowers will visit with Ms. Nitzkowski regarding her interest in serving as the Foundation Treasurer.
- 4) Foundation Board Membership
 - a. New representatives for West Fargo High School and Community High School need to be selected.
 - b. Kaitlyn Kuntz will need to be reconfirmed as the rep from Sheyenne High School.
 - c. A representative from the West Fargo Education Association also needs to be selected.
 - d. Mr. Tehven will move into the Board's general membership.
 - e. Mr. Tehven will visit with Mr. Staples regarding his interest in serving as a member of the general Board.
 - f. There are three open positions on the Board that need to be filled. Every member of the Foundation is encouraged to recruit, recruit, recruit!

5) Next Steps

- a. The full Foundation Board will meet during the week of July 8; specific date and time TBD.
- b. The full Foundation Board is being asked to donate to the Foundation. It's great PR for the Foundation to be able to say that 100% of its Board has invested.
- c. Start brainstorming for Homecoming / Hall of Fame fundraising events.
- d. The Executive Director request was not approved for funding by the district this year. The Foundation will continue to advocate and apply each year.