

# West Fargo Educational Foundation

## September 18, 2017

Attendees: Nancy Peterson, Kara Gravley-Stack, Judy Kvaale, Tim Peterson, Heather Konschak, David Flowers, Mark Berntson, Angela Ottesen, Valerie Fiske

### 1) Hall of Fame Event

- a. Timeline for Thursday, September 28 @ Doubletree by Hilton:
  - i. 6:00 PM > event start with social hour
  - ii. 6:45 PM > dinner served
  - iii. 7:30 PM > program begins
  - iv. 9:05 PM > silent auction closes
- b. Updates on action items:
  - i. Mini-Grant Showcase: Heidi Gieser with breakout boxes, Stephanie Shea with Little Red Reading Bus, Dave Gravdahl with drones is a maybe
  - ii. Sponsors: Two have been added since the August meeting. If you have one, please turn it in to Mark.
  - iii. Silent auction items: Please keep procuring items until one day prior to event; turn in to Mark L or Heather at the district office
  - iv. Emcee: Jamie Zuel, WFHS counselor
  - v. Speaker for the "ask": Angela will check to see if James Hoy will do this
  - vi. Heads and tails: paddles are made; prize is two gift cards
  - vii. WFHS Jazz Band: Mark B. has confirmed their participation
  - viii. NHS volunteers: WFHS has agreed to send 2-4 people...Valerie will connect with the Sheyenne NHS on their ability to send volunteers
  - ix. Donation Bags for Tables: Nancy has reached out to art teacher Brenda Luthi to have her class decorate them; they will then be placed in the middle of the tables to accept donations
  - x. Event Set-Up: 2:00 PM that Thursday; Judy, Nancy, Valerie, Angela, Alison, and Tim will assist
  - xi. Menu: chicken
    1. The mini-grant winners, the band, and the NHS volunteers were all invited to stay for dinner
  - xii. Advertising: the Pioneer ran ads last week and will do so again this week. They will also run a story on inductees this week.
  - xiii. Donated Tickets for Staff: 16 available so far; Heather will email the staff at WFHS to solicit interest in these tickets
  - xiv. Inductee Slideshow: Angela is gathering photos and will assemble the show to be played during the event

### 2) Giving Hearts Day

- a. Alison and Stephanie attended the DMF training; will provide an update at the October meeting

3) Little Red Reading Bus

- a. Stephanie has formed an Advisory Committee that Dr. Flowers is serving on.
- b. The original bus being considered for purchase has fallen through, so if you know of a bus available for sale, please let Dr. Flowers or Stephanie know.
- c. The Foundation may be asked to consider paying the annual fees related to the ownership of the bus – license and insurance.

4) 2017-18 Mini Grants

- a. The board confirmed that the process discussed in April was finalized, and will be the process followed for 2017-18. The grant window will open in November.
- b. The board would like to consider a spring grant window, too, if funds allow.

5) Additional Items

- a. The next meeting of the Foundation will be held on Monday, October 16 @ 7:30 AM @ the Leidal Education Center.
  - i. Agenda Items: Debrief Hall of Fame Event, Financials, Creation of WFEF Brochure