Comstock Park Educational Foundation

Meeting Notes – October 10, 2016

Trustees Present: Janine Fidler, Jeff Hoag, Ethan Ebenstein, Tonja Flystra, Missi McPherson,

Debbie Benjamin, Terry Benjamin, Jim Gilbert, Kim Reynolds, Denise Clement

Trustees Absent: Bob Fidler

Other Attendees: William Postma, Beth Gilbert, Alex Mishler

­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­

1. **Welcome** – Meeting was called to order at 6:00 pm by President Denise Clement.
2. **Audience Participation** – There were no comments
3. **Consent Agenda** – Until we finalize the by-law rewrite (in which we defined a quorum as 6 voting trustees) …. no business can be voted upon, so all consent agenda items will be tabled until the November meeting. Those consent agenda items will include:
   1. Approval of August Meeting Notes (Summer)
   2. Approval of September Meeting Notes
   3. Online voting occurred to approve the 2nd round of grants and the May 2016 minutes. See September Notes for details.
   4. Approval of October Meeting Notes
4. **By-Law Status/Updates:** Ethan will rework sections 9 and 10 of the current bylaws and then also include language regarding on-line or email voting in the draft. The 2016-2017 voting members have been established which includes: Denise Clement, Janine Fidler, Jeff Hoag, Jim Gilbert, Terry Benjamin, Debbie Benjamin, Tonja Flystra, Ethan Ebenstein, Missi McPherson, Kim Reynolds, and Bob Fidler.
5. **Financial Report** – Jeff Hoag gave his update.

1. **16-17 Grant Award Cycles** – First Round of Grant Awards included STEM Grants of $2941 and Regular Grants of $4290; Second Round of Awards included STEM Grants of $494.59 and $891.97 of Regular Grants. Total funding remaining for round three are: STEM = $1564.41 and Regular Grants of $3418.01. Requests received for round 3 – STEM $999.00 and Regular Grants $4734.16. The Review Committee (Janine, Will and Jeff) will convene, review and develop a recommendation for approval to be considered and voted on during the November meeting.
2. **Annual Holiday Silent Auction Event** – Our annual event is scheduled for Thursday, November 17th at the CPHS Auditorium.
   1. Registration table – Kim Reynolds, Debbie & Terry Benjamin
   2. Set Up/Room Diagram – Denise Clement to submit to Nancy Dahl
   3. Entertainment – elementary students take the stage at 6:15 pm; Vocal Impact takes the stage at 6:45 pm and the Jazz Band will finish the evening at 7:30 pm
   4. Equipment Needs - Denise to arrange for microphones, risers and lighting needs
   5. Marketing - Denise to create a Facebook event invite and distribute. Elementary students are taking home flyers.
3. **Adjournment** – meeting adjourned at 7:15 pm.