

RANDOLPH FIELD EDUCATION FOUNDATION



13 June 2017

MEMORANDUM FOR RANDOLPH FIELD EDUCATION FOUNDATION BOARD OF DIRECTORS

SUBJECT: RFEF Meeting Minutes, 13 June 2017

1. Pursuant to the authority contained in the RANDOLPH FIELD EDUCATION FOUNDATION Operating Policies, Section IV.1.b. dated 27 June 2016, the Randolph Field Education Foundation Board convened on 13 June 2017.

2. The following members were present:

Mike Miller	Vice-Chairman
Jason Campbell	Secretary
Helen King	Treasurer
Bruce Cannon	Member At Large
Barbara Miller	Member At Large
Nunzio Previtara	Member At Large
Charles Stubblefield	Member At Large
Steve Miller	New Member At Large
Tony Leverett	New Member At Large

3. Order of Business:

- a. **INTRODUCTION OF NEW MEMBERS:** Mr. Steve Miller and Mr. Tony Leverett introduced themselves and their reasons for wishing to become Board members. Nunzio motioned the Board accept them and Ms. King seconded the motion; with no objections Misters Miller and Leverett were accepted as new Board Members At Large.
- b. **TREASURER’S REPORT:** Ms. King said little to no change since the latest balance of just over \$13,000 as of 13 June 2017.
- c. **MICKLER SCHOLARSHIP STATUS:** The final draft of this scholarship’s application and award criteria was presented to the Board. With only one change, deleting language which states that the scholarship is viable “until the money runs

out”, the draft was accepted by the Board as verified. STATUS: **CLOSED**

- d. **2ND ANNUAL MILITARY CHILD BENEFIT CONCERT:** The date of the concert is Saturday, 7 October 2017 at the Blue Bonnet Palace. Mr. Schwem, Mr. Miller and other Board members met with the Owner of the Palace. The owner recommended an Oktoberfest theme and offered to find and book the talent for that evening. The RFEF Board’s role is to market/advertise the concert/Fest as much as possible to drive pre-ticket sales up. There was discussion that there would be no on-site ticket sales the day of, but that would need to be confirmed. Ticket price is \$20 for admission, two (2) drinks, and one (1) meat. Further planning meetings with the Palace and owner are in work. STATUS: **OPEN**
 - e. **CHAMBER OF COMMERCE LUNCHEON:** The next luncheon is scheduled for 20 June from 11:30-1:00. Mr. Campbell will be attending on behalf of the Board.
 - f. **GRANT MONEY TO TEACHERS:** The board is in the process of working up the criteria for how teachers will apply for and RFEF Grant to help them in the classroom. The Board is also considering how many times a year the teachers will be able to send in their request for a grant. STATUS: **OPEN**
 - g. **WEBSITE UPDATE:** Mr. Privetera pointed out that the minutes and other documents are not only no likely uploaded, but are locked out from Board members and site visitors. Discussion ensued about why any documents for a non-profit would be locked and Mr. Campbell agreed to work with the IT support expert to unlock and load up all Board documents to date. STATUS: **OPEN**
4. The board meeting was adjourned at 5:30. The next board meeting will be June 27 @ 4:15 at the Universal City Library.
5. If you have any questions or comments regarding these minutes, please call me at 571.577.7252 or email me at jsncmpbll@gmail.com. These minutes were taken by Jason Campbell.

//SIGNED//

Jason L. Campbell

Secretary

Randolph Field Education Foundation