

Loveland Classical Schools Foundation

Regular Board Meeting Minutes

June 22, 2017

3835 14th St. SW, Loveland, CO 80537



1.0 Opening of Meeting

Board President, Julie McArthur, called the meeting to order at 6:43 p.m. Board members present were Julie McArthur, Trisha Coberly, Melissa Tychsen, and Lanay Swanson. School board liaison, Denise Dicks, was also present.

Mrs. Tychsen motioned to approve the agenda. Mrs. McArthur seconded, and the motion carried unanimously.

Mrs. Coberly motioned to approve the May 15 meeting minutes. Mrs. Swanson seconded, and the motion carried unanimously.

2.0 Board Reports

2.1 President Report

All board members agreed to continue holding board meetings on the third Monday of each month throughout the 2017-2018 school year. The next meeting is scheduled for July 17 at 6:30 p.m.

The Buy a Brick program is going well with the first order containing 3 12x12 bricks, 35 4x8 bricks and 21 8x8 bricks. The first order of bricks should arrive with time to complete installation prior to the start of the school year. The Foundation will continue to post reminders to social media for continued opportunities to order the bricks. The deadline for the second order is September 15.

2.2 Vice President Report

The Colorado Gives program was started by the ROAR fundraising committee and has seen great success in the past two years; however, because it was started under the school's 501(c)3, the funds are not part of the Foundation's fundraising even though it is overseen by the group. In an effort to bring all fundraising under the Foundation, Mrs. Coberly will contact Mr. Stout to discuss closing this account and applying for a new account under the Foundation.

The ribbon cutting ceremony for the Academy campus is slated for the afternoon of August 26, 2017. The Foundation asked Mrs. Dicks about the board's plans and then discussed creating a commemorative shirt only available at the event and providing a variety of celebratory activities. Mrs. Dicks indicated that the school board would invite key community contacts and asked that the Foundation continue plans to make the event special.

Both the Foundation and the school have Amazon Smiles accounts, so Mrs. Dicks will research that to determine whether the school account should be closed to prevent confusion and keep fundraising under the Foundation's umbrella.

Mrs. McArthur offered to take the lead on researching and ordering parking space signs at both campuses to designate the reserved parking spaces for the benefit auction winners.

2.3 Secretary Report

The board secretary position is now vacant. Mrs. Coberly indicated a possible replacement and will contact that person to determine whether there is interest in the position.

2.4 Fundraising Report

The clothing swap is scheduled for Thursday, June 29 from 5:00 – 8:00 p.m. and Friday, June 30 from 8:30 – 4:00 p.m. LCS merchandise will also be available for purchase. Social media and email reminders will be sent.

Stowers Orthodontics has offered their parking lot to be used as a fundraiser on July Fourth. Mrs. Miller is leading this event, and Mrs. McArthur will create a Signup Genius event to secure additional volunteers.

The idea of a back to school carnival will be combined with the Academy's ribbon cutting event.

The third annual golf tournament has been cancelled.

A new vendor has been selected for LCS merchandise. Mrs. McArthur and Mrs. Coberly will work with the vendor to update the school's online store.

It was noted that a volunteer is needed to lead the Scrips program. It was suggested that the person who fills the board secretary position could be this lead as well.

A fundraising day at the Summit has been setup for Wednesday, July 26 from 10 a.m. – 2 p.m. Mrs. Swanson will send the details to the board to schedule promotions of the event.

2.4 Benefit Auction Report

The 2018 benefit auction has a tentative date of March 24. Mrs. McArthur will contact Embassy Suites to finalize dates. Mrs. Tychsen explained two outstanding items from the 2017 benefit auction and will keep both items on the agenda until they can be finalized.

2.5 Donation Report

There was nothing to report.

2.6 Grants Report

There was nothing to report.

2.7 Treasurer Report

Account balances and outstanding accounting items were discussed.

3.0 Funding Requests

A preliminary request to stock the food pantry has been suggested. Mrs. McArthur will follow up to get more details.

Mrs. McArthur motioned to approve the request to provide volleyball uniforms. Mrs. Swanson seconded, and the motion carried unanimously.

The Foundation received funds to provide a Buddy Bench at the Lyceum campus. The board has delayed placing this order as shipping costs are very high. Mrs. Tychsen will reach out to her contacts to explore a local custom build.

Per the Foundation's request, the Athletic Department submitted a wish list of supplies that include uniforms and equipment by sport. Mrs. McArthur and Mrs. Coberly will request a meeting with school administration to discuss the school's anticipated funding needs for the 2017-2018 school year. This will aid the Foundation in setting a targeted funding plan for the year to ensure a balanced distribution of funds and support of programs.

4.0 Adjournment

Upon motion by Mrs. Swanson seconded by Mrs. Tychsen, the meeting was adjourned at 8:45 p.m.