

# **Ravenna Community Educational Foundation**

*Proposed Minutes-Regular Meeting 2/17/09*

## **Call to order**

\*Called to order at 7:08 p.m. in the Beechnau Elementary School library by President Ken Punter. Attending were Vice President Jason Helsen, Treasurer Brenda Jacobs, Secretary Michael Pierson and Trustees Laura Wagner and Ken Patterson Sr.

\*Absent: Dee Swanson, Karen Barker, Brandy Thompson-Bueche and Michelle Straley.

## **Agenda**

\*The proposed agenda was approved on motion by Ken Patterson and support by Mike 6-0.

## **January Minutes**

\*Proposed minutes from the January meeting were approved, with a correction, on motion by Mike and support from Laura 6-0.

## **Correspondence**

\*The 2008 annual financial statement was received from the Community Foundation of Muskegon County and is posted on the web site.

## **Treasurer's Report**

\*The treasurer's report was presented by Brenda. She reported that there is \$661 in our checking account, \$200 of which is from the Beechnau-Thieme fund and is committed to the Celebrate Ravenna Schools event.

\*Brenda noted that the annual post office box fee of \$20 was paid from the account.

\*All deposits must go to Brenda or directly to the foundation. A \$100 donation from Choice One Bank was delayed by not following this protocol.

\*Brenda will contact Ravenna Ductile Iron Plant manager about a donation to the foundation.

## **President's Report**

\*Ken noted that the web site annual bill of \$350 was paid by Karen Barker.

\*There was a consensus that the web site was important for the functioning of the foundation and should continue to be supported.

## **Old Business**

\**Celebrate Ravenna Schools* event was discussed at length.

\*Ken had posters made and Mike distributed them to the schools. We will have 20 more of the larger posters made.

\*Ken appointed committees for the event: *Tickets*-Ken Patterson with help from Kay Punter the night of the event; *project jury*-Laura and Brenda; *Advertising-Invitation list*-Mike, Jason will design an invitation.

\*Tickets will be printed for distribution at the March meeting.

\*Invitations will be sent to politicians, school board members, media, past donors and school administrators.

\*Follow up contacts will be made at the schools and to specific teachers about the event. We would like to encourage students to start registering as soon as possible. Jason will contact Scott McFarren, Laura will contact Sue Sharp about Beechnau Elementary School and Mike will cover the high school.

\*Ken Patterson has talked to Teacher Pat Ripley about National Honor Society students serving the night of the Celebrate Ravenna Schools event.

\*The Ravenna Chamber of Commerce has donated \$200 for prize money.

\***2008 RCEF Annual Report** was presented and approved on motion by Brenda and support from Laura 6-0. It will be posted on the web site.

\***Annual Election of Officers**-was conducted at the January meeting with 5 members present. With 10 trustees, 6 are required for a quorum, therefore the board voted again to re-affirm the election. Mike Pierson and Karen Barker were approved for new 3-year terms, 6-0; Ken Punter-president, 6-0, Jason Helsen-vice president, 6-0, Brenda Jacobs-treasurer, 6-0, Mike Pierson-secretary, 6-0.

#### **New Business**

\***2009 High School Scholarship** committee is Jason and Dee. Jason will start work on selecting a 2009 recipient.

**Next Meeting...**will be Tuesday March 17, 7 p.m. in the Beechnau Elementary School library. The April meeting will be Tuesday the 21st. Deadline for student registration for Celebrate Ravenna Schools is Friday April 17. Brenda noted that the RHS Athletic Hall of Fame banquet is Friday May 8, one night after the Celebrate Ravenna Schools event.

#### **Adjournment**

\*Meeting adjourned at 8:30 p. m.