



Clear Creek Education Foundation

Board of Directors' Meeting • Large Staff Development Room 8:00 AM

CLEAR CREEK
EDUCATION FOUNDATION

February 17, 2010

Minutes

Board attendees: Patty Cooper, Kathy Dooley, Bob Elford, Jerry Foyt, Tonita Franklin, Lisa Holbrook, Gene Hollier, Dennis Johnson, Jamieson Mackay, Dinah Matthews, Joe Mayer, Joan McKinney, Santiago Mendoza, Scott Rainey, Bob Richmond, Jim Towey and Rick Wade

Ex Officio attendees: Steve Ebell, Angela Jenkins and Greg Smith

Senior Advisory Council attendees: Janet Brown

Call to Order

Meeting called to order by Lisa Holbrook, 2010 Chairman at 8:10 AM. A quorum was present. Dinah Matthews, Secretary, was present.

Lisa opened the meeting with an inspirational quote.

Approval of Minutes

The minutes of the January 2010 Board of Director's (BOD) meeting were approved as presented.

Executive Committee Report

Dinah Matthews read a recap of the items that were covered in the Executive Committee Meeting that was held on February 10, 2010.

Superintendent's Report

A review of graduation requirements as mandated by the Board of Higher Education (BHE) had been undertaken and a recommendation to accept the BHE recommendations will be presented to the CCISD Board of Trustees (BOT) at their next meeting.

Another recommendation being submitted to the BOT for approval is to allow children of CCISD employees who live outside of the district boundaries to be allowed to attend a CCISD school. The state will give \$6000 per student, so this measure would reduce the budget deficit by an estimated 1.2 million dollars.

There are 2 BOT positions open for re-election and to date no one has signed up to run for the spot being vacated by Bob Davee. Two people have signed up to run for Ann Hammond's spot; one is Ann Hammond and the other is Star Lazano.

The district is still waiting on the results of the management audit.

Dr. Smith will be giving a State of the District speech to the League City Chamber of Commerce the following week.

Dr. Smith encouraged the BOD to encourage others to support initiatives to continue space exploration and development. Joe Mayer discussed the use of the Web site www.goboldlynasa.org which generates letters to congressional leaders to save the Constellation program.

Coordinator's Report

Photos from the Heart Adventure Program at Armand Bayou Elementary were viewed and discussed. The photos will be put on the CCEF Web site.

Scholarship applications have been delivered to the CCISD high school campuses and are due on April 10, 2010.

Angela is working on grants this spring.

On February 26 Angela will be part of a focus group to develop training for Education Foundations. The focus group will be conducted by Dr. Pete at Deer Park.

Angela is researching the Duck Derby because Alvin ISD and Texas City ISD have raised \$50K to \$60K using this type of event.

Angela is part of a consortium of Education Foundation employees from the Houston area who get together to listen to speakers, brainstorm and find solutions to common issues.

Board Development

Joe Marshhauser resigned from the CCEF BOD. Patty Cooper moved to accept the resignation of Joe Marshhauser. Gene Hollier seconded the motion. The motion carried and the resignation of Joe Marshhauser was approved.

The Board Development committee will meet to fill the spot vacated by Joe Marshhauser as well as recommend a new vice chairman.

Community Outreach

Jamieson will put the www.goboldlynasa.org information on the CCEF Web site.

Voting on the alumni logos is continuing.

Santiago asked about CCEF participation in high school reunions, since the focus now is on graduations and homecomings. It was discussed that there may be a CCEF presence at reunions beginning this summer.

Finance

Bob Richmond assured the BOD that the CCEF is maintaining a very conservative approach to investments.

Jim Towey said that there was an audit meeting scheduled for February 19, 2010 and that as a result of this audit that there would be a plan developed on how to go forward based on the audit recommendations.

Jim Towey, Treasurer, presented the Profit & Loss Statement for the period of January 1 – January 31, 2010 (see Attachment A):

Income	\$ 3,582.00
Expense	<u>\$ 1,329.26</u>
Net Ordinary Income	\$ 2,252.74
Net Other Income	<u>\$ 1,000.00</u>
Net Income	<u>\$ 3,252.74</u>

Total assets as of January 1, 2010 were \$619,174.25 (see Attachment B).

The reports will be filed for audit.

A copy of the proposed budget was reviewed and Jim Towey made a motion to accept Proposed Budget B (see Attachment C) as the 2010 budget. The motion was seconded by Bob Elford. Note: This budget was amended. Do you remember who proposed the amendment? Was it Kathy Dooley? We need to have words in there. I think this is what we done but we need to verify – *Kathy Dooley moved to amend Proposed Budget B by decreasing Career Labs Expense by \$22,238.00 and increasing Clear Horizons Expense by \$22,238.00. The motion was seconded by Dennis Johnson. The motion carried and the amendment was adopted. The Proposed Budget B was adopted as amended.*

Fundraising

Patty Cooper reviewed the annual giving campaign called “The Futures So Bright”. She has developed annual donor levels/goals/benefits.

Santiago Mendoza and Clear Lake Regional Medical Center were recognized for their generous donation of \$300,000 over a 10 year period. Santiago will assist in finding additional community partners for CCEF.

The date for the announcement for the CCISD and CLRMC partnership is scheduled for March 5 at the Heart Institute from 11:30 to 1:00.

Patty Cooper, Joe Barlow, Lisa Holbrook and Angela Jenkins met with BP for lunch and they toured the lab at Victory Lakes Intermediate.

Dinah Matthews reported on the Fashion Show. She announced that there will be a sponsor appreciation reception before the event and that the Hilton is underwriting the cost of the food. She asked all board members to support the Fashion Show as sponsors. Dinah also discussed a new live auction item that will fund textbooks at Clear Horizons.

Programs

March 31 is the deadline for teachers to submit grant applications.

Sur-Prize Patrol is scheduled for May 19.

Senior Advisory Committee

No report given.

Other

Lisa asked everyone to sign their Board Conflict of Interest letters if they haven't done so already.

The March 2010 BOD meeting may possibly be held at Armand Bayou Elementary.

The BOD would have their first quarterly social on April 1st.

Meeting adjourned at 9:43 AM.

Dinah Matthews

Secretary

Lisa Holbrook

Chairman

ATTACHMENT A

Page 1 of 1

**Clear Creek Education Foundation
Profit & Loss
January 2010**

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Contributions Unrestricted	1,025.00
Gala-Current Year	57.00
Fashion Show Current Year	<u>2,500.00</u>
Total Income	3,582.00
Expense	
Administrative Expenditures	<u>1,329.26</u>
Total Expense	<u>1,329.26</u>
Net Ordinary Income	2,252.74
Other Income/Expense	
Other Income	
Contributions Restricted	<u>1,000.00</u>
Total Other Income	<u>1,000.00</u>
Net Other Income	1,000.00
Net Income	<u><u>3,252.74</u></u>

ATTACHMENT B

Page 1 of 1

Clear Creek Education Foundation
Balance Sheet
January 1, 2010

	<u>Jan 31, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo - Savings	172,662.42
Wells Fargo - Operations	30,651.55
Morgan Stanley - General	328,653.81
Sterling Bank-Operating	3,151.59
Total Checking/Savings	535,119.37
Other Current Assets	
Prepaid Insurance	550.47
Total Other Current Assets	550.47
Total Current Assets	535,669.84
Other Assets	
Government Securities	24,436.25
Oppenheimer Mutual Fund	59,068.16
Total Other Assets	83,504.41
TOTAL ASSETS	<u>619,174.25</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted General Fund	305,664.59
Brandhorst Scholarship Fund	705.00
Dooley Scholarship Fund	15,000.00
CCEF Endowment Fund	52,724.49
Bob Neill Scholarship	61,971.14
Career/ Tech Lab Fund	22,237.90
CCISD Trustees' Endowment	18,911.85
Hutchinson Scholarship	16,113.81
James Bay Scholarship Fund	9,537.13
Reinhartsen Scholarship	53,701.77
Scholarships	57,977.40
Retained Earnings	1,376.43
Net Income	3,252.74
Total Equity	619,174.25
TOTAL LIABILITIES & EQUITY	<u>619,174.25</u>

ATTACHMENT C

CCEF 2010 Budget

	2009 Budget	2009 Actual	2010 Adopted Budget
UNRESTRICTED INCOME			
Gala Revenue	\$ 125,000	\$ 106,805	\$115,000
Fashion Show	\$ 40,000	\$ 26,836	\$28,000
Friends Campaign/Jean's Day	\$ 6,000	\$ (289)	\$3,000
Unrestricted Contributions	\$ 3,000	\$ 19,866	\$20,000
Grants	\$ 15,000		
Investment Income/Loss	\$ -	\$ 22,567	\$11,284
Miscellaneous Income	\$ 25,000	\$ 600	\$630
TOTAL UNRESTRICTED INCOME	\$ 214,000	\$ 176,385	\$ 177,914
EXPENSE - UNRESTRICTED ACCOUNTS			
Total Administrative Expenses	\$ 45,000	\$ 51,762	\$50,650
Committee Expenses:		\$ -	
Teacher Grants	\$ 55,000	\$ 47,722	\$55,000
Career Labs	\$ 70,000	\$ 72,823	\$47,762
Teacher Certifications		\$ 1,300	\$1,300
Clear Horizons	\$ 40,000	\$ -	\$22,238
CCEF Endowment		\$ -	
Total Expense - Unrestricted Accounts	\$ 210,000	\$ 173,607	\$ 176,950
Budget Shortfall/Overage	\$ 4,000	\$ 2,778	\$ 964

Budget Assumptions

Achieve an increase in income through continued monitoring of investment accounts and fiscal restraint of expenditures.