

Hardin Valley Academy Foundation
Executive Board Meeting Minutes
September 26, 2012

Members Present: David Combs, Tom Feiten, Rene Graves, Sallee Reynolds, Gary Rowcliffe, Doug Shover, Norm Templeton

Invited Guest: Chris Martin

On September 26, 2012, the meeting of the Executive Board of HVAF was called to order at 5:08 p.m. by Mr. Gary Rowcliffe. The minutes from 08/08/2012 and 09/05/2012 were presented and approved. Mr. Norm Templeton was introduced as a new board member.

Gary Rowcliffe announced that Susan Vaigneur will serve as the PTSA liaison to the Foundation and the Mitch Fisher would appoint a member from HVAAC to serve as their liaison. Additionally, Gary will talk with Kathy Hensley about serving on the board.

Chris Martin went over the by-laws as discussed in the September 5 meeting noting slight changes made to Article 2, sections 1 and 5 and Article 5, sections 3 and 6. The board revisited that which makes up a quorum and changed it to 50% up to the nearest whole number. Article 7 section 3 – The board may have an executive committee but is not required to have one – was discussed, and Article 8, section 2 – Disbursements require board action was discussed. Chris Martin also went over the additions of section 4 and 5.

Norm Templeton motioned to approve the by-laws as amended, David Combs seconded the motion, and the board voted unanimously.

Committee Discussion:

The Grant Committee's purpose is to research and solicit grants from businesses, corporations, etc... in order to raise funds for the Foundation. Rene Graves will look for others to serve with her and will refine the purpose of the committee.

The Capital Campaign Committee developed a rough draft as to their purpose and stated that this was an opportunity to bring in donations and publicize not only the purpose of the Foundation but also Hardin Valley Academy. Doug Shover showed examples of images that the Foundation could use for all communication. It was stressed that the campaign needs to be time structured and a database is essential to the continued success of the Foundation. Giving levels were also discussed. Gary Rowcliffe and Doug Shover currently serve on this committee.

The Development Team will work on contributions from businesses, etc... It was stressed that they need to know HVA's story and HVA's needs. It is also important to establish a return on investment. They would like to interview teachers and students. Tom Feiten and Norm Templeton currently serve on this committee.

Sallee Reynolds and David Combs presented the Request for Funding form and will continue to develop additional forms for accounting and follow-up purposes.

Rene Graves discussed AIM Insurance with the board and will get more information.

The next meeting of the Foundation is scheduled for October 24, 2012 at 5:30 p.m.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Sallee H. Reynolds".

Sallee H. Reynolds
Acting Secretary
Hardin Valley Academy Foundation