

Meeting Agenda

Location:	Woodsboro Independent School District – 408 Kasten Street Woodsboro, Tx 78393	- High School Library
	Zoom Dial-in: https://us02web.zoom.us/j/738	8373498
Date:	September 11, 2023	
Time:	5:30 pm	
	eeting to Order / Establish Ouorum	Judge Robert Blaschke

- II. Welcome / Introductions
 - a. Acknowledge and take action on new board members (slate vote)
- III. Meeting Minutes Review/Approval

Call Meeting to Order / Establish Quorum

Toni Rodriguez

Judge Robert Blaschke

- Announcements / Recognitions / Special Presentations IV. Judge Robert Blaschke a. "One important key to success is self-confidence. An important key to selfconfidence is preparation." Arthur Ashe b. Recognize the team for a successful "kick-off and orientation" event last month. c. Acknowledge WEF donors and sponsors
- V. Committee Reports / Awareness Information / Possible Action **Committee Chairs** a. Executive / Organizational (Judge Blaschke)
 - i. Discuss the VP of Marketing resignation and plan to fill the vacancy.
 - ii. Share logistics of WEF monthly meetings which will be held on the **<u>2nd Monday of</u>** each month at 5:30pm in the HS Library (agenda input/prep/final/posting)

- b. Financial & Governance Review (Brett Schubert)
 - i. Updates on financial standing and banking account (receipts/disbursements)
 - ii. Share WEF budget balance sheet format
- c. Development (Pam Harris)
 - i. Share any activities for annual calendar
 - ii. Share anticipated budgetary needs & share contacts to build 'donor' list
- d. Marketing (vacant)
 - i. Update on webpage development/link to WISD page (Kim/Kasteene)
 - ii. Proposed WEF tri-fold brochure
 - iii. Share any activities for annual calendar
 - iv. Share anticipated budgetary needs
- e. Events (Beth Niemann)
- i. Share any activities for annual calendar
- ii. Share anticipated budgetary needs
- f. Programs (Cindy Clendennen)
 - i. Share any activities for annual calendar
 - ii. Share anticipated budgetary needs
- g. Consultant (Erica Ekwurzel)
 - i. Share status of working committees
- VI. General Items for Consideration
 - a. Consider any expenses recommended for payment by the Finance and Governance Committee.
 - Directors & Officer Insurance
 - b. Refine the WEF annual calendar of activities (format/coordination)
- VII. Next Meeting Date / Time
 - a. Monday, October 9th @5:30pm
- VIII. Future Agenda Items / Meeting Plans
 - a. Design October meeting & assign tasks
- IX. Adjournment

Organizational Minutes Of Board of Directors Of Woodsboro Education Foundation

August 8, 2023

A regularly scheduled meeting of the Woodsboro Education Foundation was held Tuesday, August 8, 2023 after duly notifying the Board of Directors as stated in the organization's bylaws. The meeting was convened at 5:00pm in the Woodsboro Junior/Senior High School library. with Vice President of Development Pam Harris presiding.

The following board members were in attendance: Toni Rodriguez, Pam Harris, Brett Schubert, Cindy Clendennen and Beth Niemann

The following board members were absent: Chris Martinez and Judge Robert E. Blaschke

Others in attendance: Erica Ekwurzel, Foundation Innovation (FI) consultant

FI Consultant Erica distributed copies of the Minutes of the Meeting of July 10, 2023. A motion was made and duly seconded to approve the minutes as submitted. The motion was approved unanimously by the board members present.

Brett provided a brief financial report. The board ratified the First State Bank of Louise resolution previously approved at the July 10, 2023 meeting to reflect the correct bank name. A motion was made and duly seconded to ratify the bank resolution. The motion was unanimously approved by the board members present, with the exception of Beth Nieman abstained from voting.

There being no further business, a motion was made and duly seconded to adjourn the meeting. The meeting concluded at approximately 5:25pm.

Minutes submitted by WEF Secretary, Toni Rodriguez.

Acknowledged:

President Judge Robert Blaschke

GANTT CHART FOR WEF

A Gantt chart's visual timeline allows you to see **Smartsheet Tip** – details about each task as well as project dependencies.

PROJECT TITLE	ANNUAL CALENDAR OF ACTIVITIES	COMPANY NAME	WOODSBORO EDUCATION FOUNDATION
PROJECT MANAGERS	EXECUTIVE TEAM	DATE	

					_	(Q3 2023)	_	_			Q4 2023				_	Q1 202	4	_	_			_	Q2 20	24	_	
TASK TITLE	START DATE	DUE DATE	DURATION	JU	LY		AUG		SE	PT		ост	NOV	D	EC	JAN		FEB			MAR		APRIL		MA	٢	JL	UNE
FUNDRAISING COMMITTEE																												
PLAN & LAUNCH ANNUAL CAMPAIGN	NOV	DEC	6-WEEKS																									
SEND DONOR ACKNOWLEDGEMENT LETTERS			MONTHLY																									
CREATE COMMITTEE BUDGET	AUG	SEPT	ANNUAL																									
																												_
Organizing & Implementation of Committee Meeting																												
weeting																							_					_
PROGRAMS																												
OUTLINE GRANTS PROCESS & TIMING	AUG	OCT	6 WEEKS		1.1	V V		(x)	r						1 1 1		1 1 1											
PLAN & LAUNCH GRANT PROCESS		APRIL	20 WEEKS			^ /		` ^ '	•							x x x x	XX	x x	x x	x x	x y	x x	x x x	x				
CREATE COMMITTEE BUDGET		SEPT	ANNUAL			x		(x)	x x x	x x x									^ ^	^ ^	^ ^	^ ^	^ ^ ^					-
ASSEMBLE PROGRAM TEAM		AUG	6 WEEKS		x	x x x				~ ^ /	•																	-
DISTRIBUTE / RECIEVE GRANT APPLICATIONS		MARCH	2 WEEKS		~ ^												x	x x	x x	x x	хх	x	_					
READ GRANT APPS/SELECT RECIPIENTS		APRIL	4 WEEKS														~						ххх	x				-
AWARD GRANTS / PRIZE PARTY		TBA	1 DAY																			~			хx	хx		
		10/1	1.5/11																					^				-
Organizing & Implementation of Committee Mee	ating																											
MARKETING	Jung																											
CREATE SOCIAL MEDIA PRESENCE &				TT	1.1															1								
PROTOCOL																			_									
FINALIZE WEF INFORMATIONAL MATERIALS		AUGUST			_																							
CREATE COMMITTEE BUDGET	AUG	SEPT	ANNUAL																				_					
					_																							_
									_	_								_	_									_
																							_					
																												_
																				_								_
Organizing & Implementation of Committee Mee	eting																											
EVENTS																												Ē
IDENTIFY COMMUNITY EVENTS FOR WEF			1																									
INVOLVEMENT	JULY	SEPT																										
COORDINATE W/FUNDRAISING & MARKETING			MONTHLY																									
ON EVENTS CREATE COMMITTEE BUDGET	AUG	SEPT	ANNUAL																									-
She the committee bobdet	700	JEFI	ANNOAL																									
					++					+++	+				+++													
Possible Golf Tournament/Skeet Shoot planning	1								1																			
Possible Golf Tournament/Skeet Shoot planning for Fall will try to get all items donated	1																											
	1																											-
	1																											
	1																											_

0

			1														
FINANCE & GOVERNANCE				 		 		 	 		 	 	 		 	 	
PREPARE MONTHLY FINANCIALS	MONTHLY																\square
CREATE ORG'L BUDGET BASED ON COMMITTEE PROJECTIONS AUG SEPT	ANNUAL																
PREPARE ANNUAL TAX FILING & FINANCIAL MAY/JUNE REVIEW FOR WISD	ANNUAL																
Organizing & Implementation of Committee Meeting																	
EXECUTIVE (OFFICER TEAM)																	
	MONTHLY																
ASSEMBLE & DISTRIBUTE BOARD PACKET (at least 5 days prior to mtg.)	MONTHLY																
CONFIRM VENUE & AUDIO/VISUAL NEEDS	MONTHLY																

Donor Prospect Information Form

Please list 10 businesses or individuals you feel would be good prospects for a major gift. Please let us know how the salutation of the letter of request should be.

Board Member Name

Name	Business	Address	Email	Dear	Possible \$
<i>Sample</i> John Smith	ABC Printing	1123 Oak Drive Austin, TX 78704	John@lotsofmoney.com	John	\$2,500

Return form to Foundation Innovation Phone 512.535.2046 Fax 877.390.4636 information@foundationinnovation.com

FOUNDAT/ON Innovation inspiring communities to engage in public education

foundationinnovation.com

educationfoundationtoolkit.com

T: 512.535.2046 F: 877.390.4636

CLIENT VAULT LOGIN INSTRUCTIONS

Go to the internet site: <u>www.foundationinnovation.com/woodsboroef</u>

Enter the following password: <u>Password:</u> Foundation408 (case sensitive)

You should now see a listing of the document/file names that are available.

To access a file, click the link to the desired document/file.

Contact Lauren Bean at 512-535-2046 or <u>lauren@foundationinnovation.com</u> should you have any trouble accessing your site.

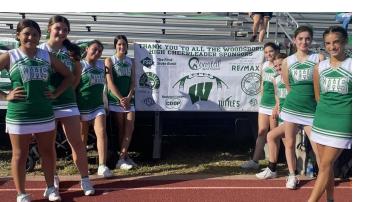


inspiring communities to engage in public education

BACKGROUND

In 2023, Woodsboro Education Foundation was formed as a 501(c)(3) tax-exempt nonprofit organization. The Foundation is governed by an independent, volunteer Board of Directors including business and community leaders, parents, and alumni who are committed to our district's school success. While Woodsboro Education Foundation operates independently of Woodsboro ISD, it shares a vision of educational excellence and student achievement. The Foundation shall receive and disburse funds, property, and gifts of any kind exclusively for the benefit of

Woodsboro Independent School District.





The Woodsboro Education Foundation's initial programs and funding priorities include:

Innovative Teaching Grants

5

Recognition of Teaching Excellence

Recognition of Academic Achievement

Recognition of Positive Leadership & Citizenship for Students and Teachers

SUPPORT

You can make a profound difference supporting excellence in teaching and learning in our community by investing in the Woodsboro Education Foundation. Donations of any amount are greatly appreciated.

Enclos	ed is my git	ft of:
	\$1,000	
	\$500	
	\$250	
	\$100	
	\$	(other amount)

My check is enclosed, payable to: Woodsboro Education Foundation

Name:
Address:
Phone:
Fmail

This corporation is organized exclusively for charitable and educational purposes to benefit Woodsboro Independent School District. To this end, the corporation shall at all times be operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended. All funds, whether income or principal, and whether acquired by gift or contribution or otherwise, shall be devoted to said purposes.

PURPOSE

The purpose of the Foundation is to partner with the Woodsboro Independent School District to provide means for new programs and activities not supported by tax-based funding. It also promotes and recognizes academic excellence by students and innovative instruction by teachers and staff.

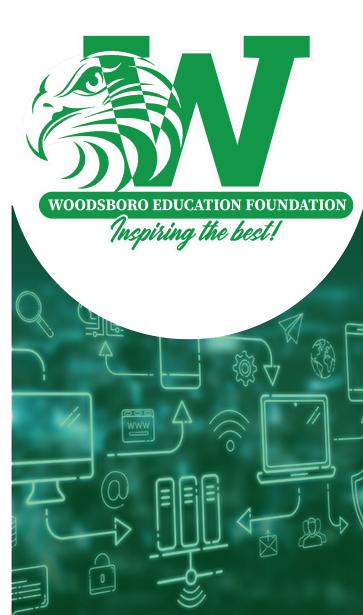
CONTACT Woodsboro Education Foundation P.O. Box 770 Woodsboro, Texas 78393 www.wisd.net/educationfoundation





Woodsboro Education Foundation partners with the extended community to provide resources to enrich teaching, inspire learning, and maximize innovative opportunities for all students and faculty in Woodsboro ISD.

WOODSBORO EDUCATION FOUNDATION





Woodsboro Education Foundation Board Directory

Karla Ann Freeze Arriaga

Preferred Address: PO Box 212 Woodsboro, TX 78393 Cell: 972.839.6608 Email: marriaga316@att.net Term Expires:

Robbie Blaschke

Preferred Address: Box 321 Woodsboro, TX 78393 Business: 361.776.6653 Cell: 361.543.9494 Email: rcblaschke11@gmail.com Term Expires:

Robert Blaschke, President

Preferred Address: PO Box 910 Woodsboro, TX 78393 Cell: 361.424.0824 Email: blaschkere@gmail.com Term Expires: April 30, 2026

Karyn Borden

Preferred Address: 621 FM 1360 Woodsboro, TX 78397 Cell: 361.362.4080 Email: karynborden56@gmail.com Term Expires:

Richard Cantu

Preferred Address: PO Box 1112 Woodsboro, TX 78393 Cell: 361.543.8359 Email: rich1182@yahoo.com Term Expires:

Cindy Clendennen, VP of Programs Preferred Address: Business: Cell: Email: cindyclendennen@yahoo.com Term Expires:

Jesse Garcia, Volunteer Preferred Address: PO Box 17 Woodsboro Cell: 361.330.0891

Angela V. Gonzales

Preferred Address: 908 Dunbar St. Refugio, Texas 78377 Business: 361.543.4518 ext. 1425 Cell: 361.542.7119 Email: angelavgonzales15@yahoo.com Term Expires:

Kimberly Gonzales, Board Liaison

Preferred Address: PO Box 770 Woodsboro, TX 78393 Business: 361.543.4518 ext. 1303 Cell: 830.570.6494 Email: kim_gonzales@wisd.net Term Expires: April 30, 2024

Kaleigh Harris

Preferred Address: PO Box 472 Woodsboro, TX 78393 Cell: 361.543.0118 Email: kdh042006@yahoo.com Term Expires:



Woodsboro Education Foundation Board Directory

Pam Harris, VP of Development

Preferred Address: PO Box 415 Woodsboro, TX 78393 Cell: 361.441.3619 Email: t.harris4934@sbcglobal.net Term Expires: April 30, 2024

Mario Hernandez Jr.

Preferred Address: Box 361 Woodsboro, TX 78393 Cell: 361.215.8659 Email: hernandezmario594@yahoo.com Term Expires:

Dr. Roland Hernandez, Volunteer

Preferred Address: 7850 Beauvais Dr. Corpus Christi, TX 78414 Cell: 254.424.2600 Email: drrolandhernandez@yahoo.com

Rosemary H. Lara

Preferred Address: PO Box 863 Refugio, TX 78377 Cell: 361.646.9017 Email: rosemarylara59@gmail.com Term Expires:

Chris Martinez, VP of Marketing Preferred Address:

Business: Cell: Email: cmartinez18@saisd.net Term Expires:

Ruby Martinez

Preferred Address: Box 1007 Woodsboro, TX 78393 Business: 361.526.2321 Cell: 361.441.3119 Email: rmartinez@rcmhospital.org Term Expires:

Terry L. Metting

Preferred Address: 114 Joyce Lane Woodsboro, TX 78393 Cell: 361.935.2668 Email: k_t_metting@yahoo.com Term Expires:

Kasie Mundine

Preferred Address: 1241 Bego Road Goliad, TX 77963 Cell: 361.543.8512 Email: kasie5278@gulfbend.org Term Expires:

Elizabeth "Libby" Myers

Preferred Address: 124 Churchill Rd Woodsboro, TX 78393 Cell: Email: libby_myers@wisd.net Term Expires:

Beth Niemann, VP of Events

Preferred Address: Business: Cell: Email: bniemann@fsblouise.com Term Expires:



Woodsboro Education Foundation Board Directory

Irma Ramirez

Preferred Address: PO Box 482 Woodsboro, TX 78393 Cell: 361.212.6003 Email: 4irramirez@gmail.com Term Expires:

Toni Rodriguez, Secretary

Preferred Address: PO Box 394 Woodsboro, TX 78393 Business: 361.526.4685 Cell: 361.543.7242 Email: trodriguez_2009@yahoo.com Term Expires: April 30, 2024

Brett Schubert, VP of Finance & Governance

Preferred Address: 146 Roucourt Loop College Station, TX 77845 Cell: 281.685.2343 Email: brett.schubert@monarch-rp.com Term Expires: April 30, 2025

James (Bubba) Schubert

Preferred Address: 273 FM 136 Woodsboro, TX 78393 Cell: 361.646.9141 Term Expires:

Jerome Schubert

Preferred Address: 3005 Boloro St. College Station, TX 77845 Home: 979.696.3565 Cell: 979.575.2201 Email: jeromeschubert@yahoo.com Term Expires:

Robert Schultz

Preferred Address: PO Box 96 Woodsboro, TX 78393 Cell: 361.543.7060 Email: robschultz275@gmail.com Term Expires:

Erica Ekwurzel, CFRE

100 Willow Bend Dr., Ste 319 Willow Park, TX 76008 Business: 512.535.2046 ext 702 Email: erica@foundationinnovation.com



Woodsboro Education Foundation Volunteers per Committee

Development

Karla Ann Freeze Arriaga Richard Cantu

Events

Robbie Blaschke Angela V. Gonzales Ruby Martinez James (Bubba) Schubert Robert Schultz

Finance

Karyn Borden Kaleigh Harris Mario Hernandez Jr. Kasie Mundine

Programs

Rosemary H. Lara Terry L. Metting Elizabeth "Libby" Myers Irma Ramirez Jerome Schubert