

THE MISSISSIPPI SCHOOL FOR MATHEMATICS AND SCIENCE FOUNDATION  
BOARD OF DIRECTORS MEETING  
January 11, 2014

All members were reminded about the regularly scheduled meeting via email on January 7, 2014. Meeting details were provided by email on January 9, 2014.

**Members present:** Cynthia Henderson, Chad Edmonson, Michael Goggans, John Davis, Germain McConnell; Jeremy Abernathy, Jack Carter, Owen McGuire, Stuart Davis, Jim Davidson, Rick Smith, Thomas Richardson, and Samantha Walley.

**Members not present:** Orlando Hill, Noelle Tune, Cynthia Brown, and John Robinson.

**Guest(s) present:** None

The Board Meeting had 13 members present which is a board quorum.

MEETING CALLED TO ORDER:

Cynthia Henderson called the regular, quarterly meeting to order and welcomed all members.

FINANCIAL INFORMATION:

Cindy Henderson presented the estimated year end of 2013 in lieu of the QuickBooks report. Based on the aggregated amounts, the Foundation seems to have met the Phil Hardin Foundation match of \$100,000 and exceeded it by about \$20,000. A few grants were not repeated in 2013 such as Rock River. We are seeing a steady increase in small, individual party donations.

John Davis was unable to present the Charles Schwab Investment report as it was not received in time for the meeting. Generally, the account has been performing well and had a healthy 3<sup>rd</sup> Quarter. It was on track to achieve 12 to 13% growth. As discussed between board meetings, the Foundation transferred \$100,000 into the investment accounts from the Money Market Account in December 2013.

Michael Goggans made a motion to accept the financial reports. Chad Edmonson seconded the motion. The motion passed unanimously.

COMMITTEE REPORTS:

Chad Edmonson presented the Finance Committee report. The committee will be finalizing the budget later in the year for 2014 due to the staffing changes. One concern is to identify maximum amounts in the Money Market Account to trigger a transfer to the investment account.

Cynthia Henderson presented the Planning Committee report. Given some recent communication issues, she decided to discuss the Foundation history and how the relationship with the school functions. She concluded the history with discussion of 4 draft goals for the Strategic Plan. The Board discussed the draft goals and made observations and recommendations for the Planning Committee to consider. One additional goal regarding school awareness statewide was added.

Jeremy Abernathy presented the Fundraising & Outreach Committee report. This report addressed the 2013 Gala recap. Discussion moved onto the potential for the next event with more emphasis on timing that typically coincides with alumni reunions. Next tentative date would be April 2015 and 2014 would be skipped. Effort will be made to engage the classes planning reunions that year and possibly involve them in the planning. Owen McGuire made a motion to accept the report as presented and Jim Davidson seconded the motion. The Fundraising & Outreach Committee Report was unanimously approved.

Samantha Walley presented the P.L.U.S. Committee report. They provided exam snacks most recently; Lee Ann Star needs to be reimbursed. Plans for spring are snacks for Tales from the Crypt and exams. Sam brought up whether PLUS still needs a treasurer since finances are handled by the Foundation. Board recommended PLUS decide on the structure they think is appropriate and Bylaws can be updated to reflect the changes. The PLUS committee report was unanimously approved.

**Action Item:** PLUS will decide on a revised structure and communicate it at the next Board Meeting.

Cynthia Henderson stated there was no Scholarship Committee report.

Cynthia Henderson presented the Executive Committee Report. The Executive Committee decided to give Katie Carter a one month contract to complete 2013 tasks. The executive Committee Report was unanimously approved.

## FOUNDATION REPORT

Cynthia Henderson presented the Foundation Report. Germain terminated Katie Carter's employment with MSMS in the MSMS Staff position that the Foundation had funded. Cynthia presented information regarding the costs for the Foundation to directly employ a person rather than funding a school position. Michael Goggans moved that the Foundation hire a full-time employee. Chad Edmondson seconded. The motion was unanimously approved.

A second motion was made by Chad Edmondson that this position would be focused on daily operations and alumni donations. Michael Goggans seconded the motion. The motion was unanimously approved.

A hiring committee was discussed. Volunteers for the committee were Cynthia Henderson, Michael Goggans, Jeremy Abernathy, and Jim Davison. The hiring committee will conduct an open search to look at all options.

## SCHOOL REPORT:

Germain McConnell presented the school report. Only one junior left at the end of Fall Semester. Faculty are working with those on academic probation. Currently the school has 227 students. Germain stressed a school focus on being a top school in the country, not the state. Faculty are currently revising curriculums in multiple courses and looking at adding new courses. Sports teams are being successful; Sights and Sounds had a great tour. School 2014 calendar has been drafted and classes begin August 19 due to a new bill passed by Mississippi Legislature. The school is putting out a newsletter to all constituents this month. School has had some issues with heat in Goen Hall which was resolved. Communicating effectively with MUW regarding facilities is a work in progress. Germain is working with staff to identify goals, and work on the budget, a policy/procedure manual, organizational structure, and an alumni database.

Germain requested funding for science equipment and test fee support for a total of \$16,266. John Davis confirmed we had the funds to support the request. Michael Goggans moved to approve the requested amount. Jack Carter seconded the motion. The motion was unanimously approved.

John Davis moved to accept the school report. Stuart Davis seconded. The motion was unanimously approved.

## OLD BUSINESS

Cynthia Henderson recommended that the database be tabled until the Foundation position is filled.

## NEW BUSINESS

Sam Walley requested approval of the PLUS expenditures for Tales from the Crypt and exam snacks. Cost is estimated at \$500 each. Michael Goggans moved to approve the expenditures. Jim Davidson seconded. The motion was unanimously approved.

Cynthia Henderson moved that the Foundations books be converted from Quickbooks to Quickbooks Online. John Davis seconded. The motion was unanimously approved.

A discussion occurred about holding meeting in locations other than Columbus, MS. This had been done previously and can be looked at specific to each meeting.

Michael Goggans made a motion that the Board elections be postponed until the April meeting. Cynthia Henderson seconded. The motion was unanimously approved.

Cynthia Henderson made a motion that the Board's Open Meeting, which occurs in January by the Bylaws, should be held after the April meeting as has been done for the past 2 years. Michael Goggans seconded the motion. The motion was unanimously approved.

Additional discussion occurred regarding Katie Carter's contract. It might have to be modified or extended due to her acute health situation. Additionally, the hiring process may take several months to complete. Tom Richardson made a motion that the Executive Committee is authorized to extend Katie's contract if needed to ensure continuity for the Foundation. Jim Davidson seconded. The motion was unanimously approved.

Additional discussion occurred regarding the method in which Katie's position was terminated by the MSMS Executive Director. Several members of the Board stated disagreement with her termination occurring without any notice to the Board.

#### NEXT MEETING:

The next meeting is scheduled for April 12, 2014.

With no other business to conduct, the meeting was adjourned.