

THE MISSISSIPPI SCHOOL FOR MATHEMATICS AND SCIENCE FOUNDATION BOARD OF
DIRECTORS MEETING
October 18, 2014

All members were reminded about the regularly scheduled meeting via email on September 25, 2014. Meeting details were provided by email on October 18, 2014.

Members present: Cynthia Henderson, Chad Edmonson, John Davis, Germain McConnell, Jack Carter, Rick Smith, Shannon Eubanks, Owen McGuire (call in), Simi Chawla (call in), and Orlando Hill (call in).

Members not present: Jim Davidson, Samantha Walley, Crystal Lauderdale, Noelle Tune, Cynthia Brown, Cherie Labat, and Dillon Allen

Guest(s) present: Jonathan Barlow, Kassie Brooks

The Board Meeting had 10 members present which is a board quorum.

MEETING CALLED TO ORDER:

Cynthia Henderson called the regular, quarterly meeting to order and welcomed all members. Minutes were provided by email on August 8, 2014. There were no modifications made to the minutes. Minutes were accepted without further modifications on August 17, 2014.

ECONOMIC IMPACT ASSESSMENT PRESENTATION

Cynthia Henderson introduced Jonathan Barlow, class of 1992, who presented the board with information about how the nSparc Lab at Mississippi State University could assist in completing an alumni economic impact analysis. One option is using the Mississippi Lifetracks data management system. Lifetracks can be used to gather the information needed to conduct the Economic Impact Study, along with other useful data specific to the school, at no cost. If the MSMS Foundation wants to pursue an additional alumni survey to augment the Lifetracks data, nSparc could also assist with that effort with compensation for hard costs. Cynthia Henderson asked for volunteers to help with the project in framing questions and guiding the inquiry. Jack Carter, Rick Smith, Germain McConnell, Chad Edmonson, Owen McGuire, Simi Chawla, Orlando Hill, and Cynthia Henderson volunteered.

SCHOOL REPORT

Dr. McConnell presented the school report. MSMS has been celebrating the #57 ranking in The Daily Beast. Two ceremonies were held, one for faculty and staff, and another for students. The State Board of Education also recognized the school for this achievement.

Dr. McConnell also discussed school funding and funding priorities for the year. He has requested a budget increase from the state. He described his current funding priorities including facilities and curriculum. He requested that the Foundation prioritize funding the AP exams this school year which he estimated at \$20,000.

His longer term funding priorities include an engineering curriculum under development and establishing a 2-week Skills Camps for entering juniors to assist students with potential deficiencies prior to school beginning. This new camp would help make the transition to MSMS classes easier for some new students.

Rick Smith presented the School Advancement Report. The number of applications started are up from the number of applications started by this time last year; 111 this year versus 53 last year. This is the first year that kids who participated in the Summer Enrichment Camp are eligible to apply.

The next Summer Enrichment Camp dates have been set for June 14-26, 2015. MSMS students performed well at the Mississippi Gifted Program Conference in Tupelo, MS where they held a traveling version of Science Carnival. The Mississippi Gifted Program will be sponsoring two scholarships for the 2015 summer enrichment camp.

Upcoming school outreach events include Science Carnival, Fall Preview Day, Summer Enrichment Camp, Sights and Sounds Tour, and Guitar Raffle.

Cynthia Henderson moved to accept the school report. Chad Edmonson seconded. The motion was unanimously approved.

FINANCIAL REPORT PRESENTATION

Cynthia Henderson presented the Foundation Financial Report. The design and layout for the alumni magazine, *The Current*, is being completed by Karen Sergeant.

The QuickBooks Report is on hold, pending a full update. The DonorPro Report was discussed. Total donation for 3rd Quarter (July – September) were up by \$3,000 compared to a typical 3rd quarter. However, the Foundation has a \$25,000 deficit for the calendar year due to limited fundraising during the 1st and 2nd quarter.

Rick Smith moved to accept the Financial Report. Jack Carter seconded. The motion was unanimously approved.

COMMITTEE REPORTS

Chad Edmonson presented the Financial Committee Report. Excess funds of \$100,000 were moved into investments account. The 2015 Preliminary Budget was presented. Based on

current projections and funds, the budget includes \$25,000 for the Summer Enrichment Camp, \$12,000 for Student Activities, \$10,000 for the school equipment/facilities upgrades, and \$12,000 for Room and Board Fee Assistance. Since the Hardin Grant is no longer a funding source, fundraising effort in 2015 will need to be increased to offset the funding. Chad solicited input from other members of the Board and stated that the final budget would be completed for the January board meeting.

Planning Committee Report- No report was given.

Fundraising and Outreach Committee Report – No report was given. Cynthia stated that the class of 1995 decided to go with a Foundation Fundraiser Casino Night. Kassie and Wade will work to organize this event scheduled for April 10-11.

Scholarship Committee Report- No report was given.

Cynthia Henderson presented the P.L.U.S. Report provided by Samantha Wally.

Cynthia Henderson presented the Hiring Committee Report. A second round of interviews was conducted. Kassie Brooks was offered the Foundation position. She accepted and began work on September 29, 2014.

Cynthia Henderson presented the Executive Committee Report. The Executive Committee held 2 meetings since the last board meeting. On 8/27/14, they met to discuss a request by the school to provide logistical support for the guitar raffle and to discuss using Karen Sergent's design services for the alumni magazine. They voted to set up a RaffleCreator.com site for the raffle and approved using Karen's services with a combination of donated and paid services.

A meeting was held on October 6, 2014. At that meeting, the costs were approved for the October 2014 Reunion Weekend. The other discussion was regarding who would get a copy of the alumni magazine and whether it would be tied to a donation or a membership fee. The committee also decided to make the alumni magazine free to anyone that would give their contact information to the Foundation.

John Davis moved to accept the Committee Reports. Rick Smith seconded. The board unanimously approved.

FOUNDATION REPORT

Cynthia Henderson presented the Foundation Activity Report.

Kassie Brooks started her Foundation position on September 29. She is learning the new DonorPro and Quickbooks. The database currently has forms for 2014 reunion, PLUS membership, MSMSAA membership. A general donation form with additional privacy

questions is being finalized. DonorPro has enabled \$3,600 worth of transactions since being activated in August.

Cynthia Henderson presented the Alumni Magazine layout and design, along with three possible cover designs for the alumni magazine. The alumni magazine will be given to anyone willing to give contact information, and/or anyone who has donated since July 1. The magazine sign up page is now live via Constant Contact. Kassie is completing the marketing plan for the magazine. Announcement of magazine will be made during the Reunion Weekend, and via social media in the next week.

The Amazon Smile Program is still being investigated. The accountant has not been able to confirm why the Foundation is registered as an unknown type of 501c3 as reported by the IRS. The Foundation completed the System for Acquisition Management (SAM) registration to be able to facilitate government grants for the school.

Chad Edmonson moved to accept the Foundation Activity Report. Jack Carter seconded. The board unanimously approved.

OLD BUSINESS

The planning group identified will decide on topic areas and questions for the Economic Impact Analysis. Alums will be sought out to help establish reasonable boundaries. Other old business was tabled until the next meeting.

NEW BUSINESS

PLUS requested \$500 for Sights and Sounds, \$200 for Teacher Appreciation, \$750 for exam meals, and \$600 for the winter formal. Chad Edmonson moved to approve the requests. John Davis seconded. The board unanimously approved.

Cynthia Henderson moved to use ADP for payroll services. Chad Edmonson seconded. The board unanimously approved.

Cynthia Henderson announced the resignation of Stuart Davis from The MSMS Foundation Board of Directors.

Cynthia Henderson nominated Ryder Taff to The MSMS Foundation Board of Directors. Owen McGuire moved to accept nomination. Rick Smith seconded. The board unanimously approved.

The next meeting is scheduled for January 24, 2014 at 11:30am.

With no other business to conduct, Cynthia Henderson moved to adjourn. Chad Edmonson seconded. The board unanimously approved.