

ROOM FOR UNITY EDUCATION FOUNDATION
MINUTES FOR JANUARY 11, 2006 MEETING

- I. Meeting called to order at 6:35 p.m.
Members present: B. Didier, C. Fairow, J. Fisher, T. Welch, J. Henry
- II. Secretary Report
Motion made to approve minutes as presented, seconded. Passed unanimously.
- III. Treasurer Report:
Jeff Fisher reported that \$2,257.00 of revenue had been received from membership drive and planned giving donations. One CD came due and was rolled over to a higher-interest CD.
- IV. Committees
 - A. Gifting Committee
 1. No report.
 - B. Rug Committee
 1. Nearly 85 rugs left to sell; some will be made available to Unity West to have on hand for parent teacher conferences the 16th of February.
 - C. Auction
 1. Donations continue to come in – have received several nice items.
 2. Classes are working on class baskets.
 3. Deadline for donations: February 22, 2006.
 - C. Membership Drive
 1. Brooke Didier to check into publicly thanking members for donations.
 2. Clint Fairow to send thank-you letters to members for donations.
- V. New Business
 1. Spring grant application deadline is April 3, 2006.
 2. Secretary and Treasurer positions are vacant. All positions up for re-election. Table until next meeting.
 3. Received new IRS tax-exempt letter. Filed in central office.
 4. Lee Reifsteck and Jeff Fisher have filed annual report with AG.
 5. Discussion was had on changing the Foundation meeting date to the first Wednesday of each month rather than the second Wednesday of each month. Motion, seconded. Passed unanimously. Foundation will now meet on the first Wednesday of each month.
- VI. Old Business
 1. Brooke Didier responsibilities:
 - a) Continuing on Auction committee and writing thank-yous to auction donors;
 - b) Continuing to update both auction donation list and membership list;
 - c) Continuing to check mail;
 - d) Will provide Clint Fairow with list of members for thank yous;

- e) Will continue to serve as interim secretary until new secretary appointed;
 - f) Will contact County Star to inquire about ad thanking members
 - g) Will create email distribution list and email it to all board members;
 - h) Will provide rugs to UWE
2. Clint Fairow responsibilities:
- a) Will send thank-yous to all membership drive donors
 - b) Took steps to roll over CD
3. Jeff Fisher responsibilities:
- a) Make deposits and serve as interim treasurer until new treasurer appointed;
 - b) Make sure that mats are available to anyone who wants to purchase;
 - c) Contact Jim Eisenmenger re preparation of tax return;
4. Lee Reifsteck responsibilities:
- a) Sent in Annual Report with fee;
 - b) Met with Bobbi Khachaturian re Bob Aimone and Polly Anderson Endowments
5. Tracy Welch responsibilities:
- a) Continue hawking rugs whenever possible;
 - b) Sent auction donation solicitations to 148 local businesses;
 - c) Will send notes to fall grant recipients;
 - d) Will solicit local unions for donations
6. Mary Hettinger volunteer responsibilities:
- a) Will send special thank-you for large donation

Meeting adjourned at 8:00 p.m.

Next meeting: Wednesday, February 1, 2006 at the Administrative Offices, 6:30 p.m.

Respectfully submitted,

Brooke Didier
Interim Secretary