

G.A.P.S. Foundation
Board Meeting

AGENDA

4:00 p.m., Monday, August 19, 2013



Conference call: (503) 614-3160
Enter conference number: 5825
Enter PIN: 159357

- 1.) **Call to Order** Jeff Condit, Board President
- 2.) **Introductions**
- 3.) **Approval of Minutes of June 26, 2013** Jeff Condit
[Attached](#)
- 4.) **Treasurer's Reports** Yuen Chin
 - a) June & July 2013 (forthcoming)
 - b) 2013-14 Budget (forthcoming)
- 5.) **Discussion and/or Approval Items** Staff
 - a) Amend Articles of Incorporation to change foundation name to Northwest Regional ESD Foundation
 - b) Amend Bylaws to include electronic voting
 - c) Launch Reception at Miller Nash, LLP on Wednesday, October 16, 2013
 - d) Board Recruitment Updates
- 6.) **Comments for the Good of the Order**
 - Web site update
 - Calendar of Events ([attached](#))
- 7.) **Adjournment**

**THE G.A.P.S. FOUNDATION
Board Meeting Minutes**

**NWRESD
- 5825 NE Ray Cir.
Hillsboro OR 97124 –**

Wednesday, June 26, 2013, 4:00 p.m.

ATTENDANCE

Present: Sally Bunnell, Yuen Chin, Joe Christy, Jeff Condit, Vaughn Tidwell, John Young (phone), and Nancy Young (phone). **Absent:** Patrick Braatz, Karen Foley, Steve Petruzelli, and Kathy Samsel. **Others present:** James Sager, Andi Miller and Megan Stenberg.

Call to Order: 4:08 p.m.

1.) INTRODUCTIONS/COMMUNICATIONS

Board Chair Dr. Vaughn Tidwell accepted John and Nancy Young's resignation from the Board. The Youngs joined the Board in 2006 and John served a two-year term as Board president – they will receive a small desktop award that reads 'You have made a world of difference'. John and Nancy have been integral in education for a long time and are respected throughout the state for their dedication to students. They will truly be missed.

2.) MINUTES OF MARCH 19, 2013

Jeff Condit moved to approve the minutes. The motion was seconded by Joe Christy and approved unanimously.

3.) FINANCIAL REPORTS – APRIL AND MAY 2013

NAME moved to approve the financial reports. The motion was seconded by **NAME** and approved unanimously.

4.) REALLOCATION OF 2013 SPECIAL APPEAL FUNDS

NWRESD was notified that the Beaverton corporate park where the 2013 Special Appeal recipient program is located has been purchased by Nike. The appeal raised \$16,472 for a playground surfacing and equipment at Woodside Early Childhood Center. Nike will honor the current two-year lease, giving Woodside time to find a suitable location.

As stewards of the appeal funds the Board feels strongly that it has an ethical obligation to not hold onto the funds for two years or more. The Board acknowledges that this is a tough situation because staff at Woodside were looking forward to the benefits that new playground equipment would provide the children. It was noted that when the new Beaverton site(s) are in place, the foundation will spearhead fundraising for any necessary play equipment.

Motion: Jeff Condit moved that a letter be drafted and sent to donors explaining the situation and outlining the Board's plan to use the funds for playground equipment for the agency's Early Childhood Program at a different

site to be determined by administration. The letter will include a deadline for donors to request that their gift be refunded if they preferred. The motion was seconded and approved unanimously.

5.) BIENNIAL ELECTION OF OFFICERS

- **President-elect/Treasurer:** Joe Christy moved to nominate Yuen Chin as President-elect/Treasurer with the plan to find Board member with the correct background to assume treasurer duties prior to the start of Yuen's term as Board president. The motion was seconded by Sally Bunnell and approved unanimously.
- **Secretary:** Yuen moved to nominate Joe Christy as Secretary. The motion was seconded by Vaughn Tidwell and approved unanimously.

6.) ANNUAL ELECTION OF DIRECTORS

- Sally Bunnell announced that she is retiring from the G.A.P.S. board effective this meeting. She was a founding member of G.A.P.S. and has served faithfully and well since the beginning in 2006. She leaves G.A.P.S. after a lifetime of dedication to students and education in Washington County and elsewhere in the state. The G.A.P.S. board and staff are honored to have worked with Sally.
- Jeff Condit moved to re-elect current directors. The motion was seconded by Joe Christy and approved unanimously.

7.) DISCUSSION/APPROVAL ITEMS

a. Legislative Update by James Sager

- The education budget passed today at \$65.5 billion. This is the funding level that NWRESA and component districts budgets were based on.
- The remaining bill affecting NWRESA is HB 3401 which is still in the Ways and Means Committee. HB 3401 is a pilot that would allow school districts in three ESD regions (Lane, Columbia Gorge, and NWRESA), to opt out of their ESD at the 50 percent level. Fully opting out of an ESD was an option that was legislated two years ago. At the 50 percent level, the districts would lose the right to collaborate on the Local Service Plan that determines services to be provided, but remain a component district and receive the service they choose on a shared cost basis, or at no cost in some instances.

b. Strategic Look Ahead

Background: The Executive Committee met May 23, 2013, to initiate an in-depth discussion of whether it was possible for the foundation to remain faithful to its purpose despite the major challenges faced over the last six years, e.g. recruiting larger donors, recruiting board members, and very little involvement from built in constituency of staff and parents. The committee reviewed the past seven years of auction revenue and expenses, sponsorship data, and proceeds that were allocated for the mini-grant program.

Today: After lengthy discussion about the foundation's opportunities and challenges, and after the reviewing matrix that outlined a continuum of seven possibilities for going forward (everything from maintaining status quo to dissolution), the following actions were taken:

1. Reposition by renaming G.A.P.S. to Northwest Regional Education Service District Foundation

Andi Miller suggested that changing the name to match the agency it supports would eliminate a layer of 'confusion' surrounding what G.A.P.S. is/does and what NWRESA is/does. The board agreed

this alignment could also give the foundation more stature, help sharpen the focus, and help when applying for grants. James Sager shared that the ESD will have increased presence in all four counties because the agency will be partnering with the county Commissions on Children and Families to become the state-mandated 'Early Learning Hubs' for children birth through third grade. This will create new and positive relationships in those communities.

- **Motion:** Jeff Condit moved to change the name of the foundation to "Northwest Regional Education Service District Foundation" effective September 2013, which would require the two steps below. The motion was seconded by Vaughn Tidwell and approved unanimously.
 - 1.) Request permission from the ESD Board to use the agency's name
 - 2.) If approved, initiate a name change with the Secretary of State
- **Action:** Megan will schedule a July work session open to all board members to develop a strategic plan for fundraising, etc. to align with the name change and repositioning.

2. Refocus to become more mission driven (not event driven)

Fundraising Event: The current fundraising model of an annual auction to fund the mini-grant program is labor intensive and not sustainable. When the in-kind donation of staff time is factored into the expenses the benefit is greatly diminished, not to mention the human toll it takes.

The following items will be topics of discussion at the July work session (among other topics):

- Host an annual 'event' that is a scaled down model* of current auction.
- Possibly host two scaled down events to include Clatsop, Columbia, and Tillamook counties.
**Appetizer/cocktail format at a donated venue (Miller Nash?) with focus on a special appeal and/or a 'grant award ceremony' (include heavy appetizers, wine/beer, a small silent and live auction)*

Grant Program: The current process of awarding mini-grants is so broad that the foundation's mission is not always furthered by some of the grants. At issue is the practice of guaranteeing each district at least one grant.

The following items will be topics of discussion at the July work session (among other topics):

- Amend the fall 2013 grant program so that each district is eligible to apply for a grant but not guaranteed an award.
- Develop a grant RFP process for the future that is more strongly aligned with the foundation's mission and values.
- Strong focus on grant writing for identified needs (from the new RFP process).

Adjournment: 5:45 p.m.

Northwest Regional ESD Foundation Board of Trustees

2013-14 Calendar of Events

2013

AUGUST

19, Monday – Board Meeting via Phone
4:00 p.m. | Call 503-614-3160
Conf. number: 5825, PIN number: 159357.

SEPTEMBER - *No Board Meeting*

9, Monday – Grant Application Opens
19, Thursday – Grant Committee Meeting
4:00 p.m. | NWRES D Board Room
5825 NE Ray Circle, Hillsboro 97124

OCTOBER

4, Friday – Grant Application Closes
16, Wednesday – Reception at Miller Nash, LLP (Short Board meeting prior to reception)
TBD – Grant Award Committee Meeting

NOVEMBER – *No Board Meeting*

12, Tuesday – Grants Announced

DECEMBER

4, Wednesday – Board Meeting
4:00 p.m. | Woodside Early Childhood Center: 15150 SW Koll Pkwy., Suite A, Beaverton OR 97006

2014

JANUARY

15, Wednesday – Board Meeting
4:00 p.m. | NWRES D Board Room
5825 NE Ray Circle, Hillsboro 97124

FEBRUARY- *No Board Meeting*

18, Tuesday – Annual Presentation to ESD Board 6:00 p.m. | NWRES D Board Room.
5825 NE Ray Circle, Hillsboro 97124

MARCH

19, Wednesday – Board Meeting
4:00 p.m. | Woodside Early Childhood Center: 15150 SW Koll Pkwy., Suite A, Beaverton OR 97006

APRIL - *No Board Meeting*

MAY - *No Board Meeting*

8, Thursday – Annual Benefit Auction
5:30 p.m. | Portland Community College Rock Creek Campus Event Center

JUNE

18, Wednesday – Annual Board Meeting
Time and Location TBD

JULY/AUGUST – *No Board Meeting*