



1574 State Road 502 West, Santa Fe, New Mexico 87506 Dr. Melville L. Morgan, Superintendent of Schools (505) 455-2282

**PVSD Foundation Organizational Meeting
Friday, January 12, 2018**

- 1. Welcome: Dr. Mel Morgan**
- 2. Introduction of members**
- 3. Vision: Dr. Mel Morgan**
- 4. Review of operating documents**
 - a. Articles of Incorporation**
 - b. Bylaws**
 - c. Rolling Quorums**
 - d. Robert's Rules of Order**
 - e. In absence of policy, follow board policy**
 - f. Conflict of Interest Policy**
 - g. Open Meetings Act: Regular meetings and executive sessions**
 - h. Allocation of Funds Policy**
 - i. Review of current deposits on hand**
 - i. Restrictions if any**
 - ii. Donors**
- 5. Board Organization**
 - a. Selection of terms**
 - b. Nomination and selection of officers**
 - c. Voting Members and Ex-Officio**
 - d. Executive services and anti-donation clause**
- 6. Fundraising process**
 - a. Grants**
 - b. Advertisement web-based and paper**
 - c. LANL Employee Giving**
 - d. In lieu of flowers**
 - e. Voluntary Payroll Deductions**

PVSD Educational Foundation, Inc. Board of Directors

Martha Trujillo

Marc Ledoux

J. David Ortiz

Dianne Barros

Lynda Lujan Trujillo

7. Possible funding direction

a. Support and recognition of desired activities	
i. Teacher of the year	\$1,000
ii. Non-certified employee of the year	1,000
iii. Student scholarship	1,000
iv. Mini-grants: one to each school for teacher project \$250 each	1,250
v. Employee of the month: certified and non-certified Certified 12 @ \$25/Non-Certified 12 @ \$25	<u>600</u>
Possible Total	<u>\$4,850</u>
Current funds available	\$21,152
Corpus	<u>10,000</u>
	11,152
LANL IA Funds	<u>5,000</u>
Total Remaining	6,152
Possible Total	<u>4,850</u>
Possible remaining funds for emergency	<u>\$1,302</u>

8. New Board Discussion and Questions

9. Homework: Teacher of the Year Due January 26, 2018 to Dr. Morgan

10. Setting of date for next meeting: Friday, February 9, 2018?

11. Future agenda will follow agenda style of BOE with

- 1. Approval of Agenda**
- 2. Approval of Minutes**
- 3. Public Comment**
- 4. Presentations**
- 5. Consent Agenda**
- 6. Reports**
- 7. Discussion**
- 8. Action Items**
- 9. Announcements**
- 10. Adjournment**

12. Close of meeting

PVSD Educational Foundation, Inc. Board of Directors

Martha Trujillo

Marc Ledoux

J. David Ortiz

Dianne Barros

Lynda Lujan Trujillo