

MINUTES OF THE MEETING
Woodstock Academy Board of Trustees
Resource Development Committee
October 6, 2009

PRESENT: M. Beckwith, J. Campbell, K. Caron, E. Higgins, J. Kaeding, P. Kelly, P. Lynn, Jeri Musumeci, J. Rauh, T. Stokes, C. Swenson, K. Willis

ABSENT: S. Young

The meeting was called to order by Chairperson Martha Beckwith at 7:04 p.m.

MOTION: (Musumeci, Stokes) To accept the minutes of the meeting of September 1, 2009 as presented.

UNANIMOUS

FOUNDATION SUBCOMMITTEE REPORT

Mrs. Beckwith reported that the subcommittee has met twice to explore foundation details. Potential structure and framework were discussed and the options of a “parent/child” relationship vs. a “bother/sister” relationship. The recommended approach is that this be an evolutionary process, beginning with Trustees having a majority control with a progression toward an independent board of directors. The same track should be followed with respect to the self-sufficiency. The foundation would begin by being supplemented by the Academy and move toward full autonomy financially. The subcommittee would like the topic of the foundation to be on the agenda for the BOT retreat in December. The major point of discussion will be make-up of the foundation board. The next meeting of the subcommittee is being scheduled to include Attny. Ted Phillips for a more detailed discussion on the foundation. The anticipated timeline is to seat a board of directors by March of 2010 and have the board begin to work on the bylaws. Paperwork would have to be processed as soon as possible with respect to filing with the state in order to meet this timeline.

Discussion took place with respect to the transition and timeline. Mrs. Swenson noted that this needs to be fluid but we do not want to set goals that we can't achieve. The subcommittee is also looking at the evolution of the foundation on a 10 to 15 year timeframe. Discussion took place regarding the makeup of a board. A profile should be developed for potential members. The subcommittee is looking forward to meeting with Attny. Phillips to gain some expertise and advice with respect to legal considerations.

RESOURCE DEVELOPMENT PRIORITIES

The results of polling the committee for what members believed to be top priorities for the Academy resulted in two issues – space and funding the development program. Mr. Caron stated that this points to the need to concentrate on a comprehensive fundraising effort as opposed to focusing on just an individual project such as the Bentley project. Discussion took place with respect to how to approach a comprehensive plan. Inclusion of the school community is vital. All of the projects have been done this way and have been successful.

NEXT STEPS

Progress is being made toward development of a foundation. A schematic should be developed for building concepts and should include broader goals; larger and more detailed concepts that Trustees might want to see happen. Ideas should be emailed to Mr. Caron so that they may be included in the formulation of a schematic. Mrs. Swenson suggested that from a broad plan, smaller projects should be broken down to attract specific donors. She also suggested partnering with corporations and universities to find out how to get money from foundations or other sources for specific projects. It was suggested that a schematic for building enhancement be ready for discussion at the Board retreat as well. Mrs. Swenson suggested providing a footprint of the campus to garner input from Trustees on what they would envision for the Academy with a brainstorming session at the retreat.

Discussion took place regarding producing a promotional video. Mrs. Willis and Mr. Campbell have met with a potential production company. It was suggested that it be pursued and ready for the Board retreat.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Kristen Willis
Recording Secretary