

NOVEMBER 2016 BOARD

MEETING MINUTES

www.sunprairiebep.com
501 S. Bird St.
Sun Prairie, WI 53590
(608) 834-6500

Date: Thursday, November 17, 2016, at Wilde East Towne Honda

Board Members Present: Seth Degnan, Nancy Everson, Bill Meister, James Ackley, Chris Swenson, Krista Kaltenberg, David Dison, Jenny Stebnitz, David Thwing, Andy Enders, Patrick Malinowski, Cassie Montanio, Sharlot Bogart, Karen Bailey, Andrea Daniels, Chad Wojtysiak, Jill Conaway, Taran Katta, Betsy Butler. **BEP Members:** Christi Winchel. **Guests:** none.

Agenda Items

I. Call to Order 7:37 a.m. by Seth Degnan

II Approval of 10/20/16 Minutes

Motion to approve by Everson; seconded by Butler after one correction. Motion carried.

Thank you to Wilde East Towne Honda for hosting the meeting this morning.

III Parent Forum - N/A

IV Introduction of Guests/Parents

Seth Degnan

Everson introduced Jeff Boudreau from McFarland State Bank, our new board member.

V Student Feature

Taran Katta

VI Taran shared that Tuesday he recognized students at the middle schools who weren't late for school. Students are getting ready for Reality Rocks. Degnan liked having the high schoolers like the FBLA group attend the event at the middle school. The students loved having the high school students there. FBLA wants to do this every quarter.

VII Treasurer's Report

Nancy Everson

Nancy Everson reported that we had some expenses this quarter: chamber dues, additional GRIT T-shirts, gift cards, clings, and brochures. Reading Buddy money and dues have come in (see spreadsheet). Checkbook balance is going down, but overall our funds are doing fine. Reality Rocks expenses are coming up. Pencils this year were free (the company made a mistake last year). Do we need to transfer any monies? The consensus is that we're good. Swenson said money will be coming in. Boudreau asked about our fiscal year. We don't have a set fiscal year. The general fund is spill-over from dues (a backstop for our checking). The endowment was set up years ago to secure the organization. The endowment keeps us extremely solvent; we have set rules on how the money can be used. Adopt-a-Future is a scholarship fund for the students who receive that honor. We are financially solid.

VIII Calendar of Events

Nancy Everson

Everson has updated the calendar and shared it with us. The calendar goes to the end of January.

Career Day at Cardinal Heights is not on the calendar yet. We need a few dates to be added yet. We do have a GRIT award to present as well. The December board meeting is at Shirley Statz's; PPA for January. Thanks to Chad for today.

IX Committee Reports

A. Volunteer Nancy Everson

Everson is concerned about our volunteer situation. Frontier has eliminated a whole level of management. Major shakeup there. They were the Adopt a School partner for RO. Kelly's admin assistant has her job until the end of November. We have no clue about the volunteer base and even if they will be around. She's very concerned. Chad will look at possibly partnering with Royal Oaks. Frontier has always had many people who volunteer. We are looking for a possible new volunteer base. We will need people for events. How do we get a big corporation to staff our events? We need an "in." Should we explore the business park businesses? Should we set up an event like we have done in the past? A luncheon may be worth it. Working Weds is a good selling point. Should we go around and do the one-to-one? Should we hold a luncheon.? Maybe early February. Onsite lunch will be better than somewhere else.

B. Membership & Public Relations Chris Swenson & Jenny Stebnitz

Swenson handed out the brochure. Thwing is willing to make contact with potential members and share the new brochure. He can think of a dozen plus he can contact. Let's use the brochure to recruit. Boudreau asked the amount collected for the dues amount. It is a guideline and suggested amount. We also have in-kind partners (i.e., Culvers). Our membership drive is essential for what we need to do. Bailey asked if we can pass out the new brochure. James Ackley only got 100 brochures to start but we can have more made easily. Thwing suggested a slip insert in bright color - "get involved - our kids need you." Winchell asked about who we contact at the corporate level. Ultimately a HR or manager level has to approve it, but that person doesn't have to be our contact. A worker level is actually a better level. Manager people can come and go quickly. Contacts in the trenches have more of a tie to the organization. We need a new contact at Dean as well. We did take some good steps forward last year. Financially, we are fine; it's the people force we are worried about. Going to PTO meetings can also be an access point. Taran, can you help with a marketing plan? Winchell asked about using some of the seniors to go and present to companies and share our message. Nancy and Taran will talk. Taran will take it to FBLA.

C. Reading Buddies Seth Degnan & Nancy Everson

Everson asked for the sharing of experiences. Winchell loves doing it. Boudreau said his team member went and had a great time. Should we have a Facebook page? FBLA could create a social media page. Discussion over concerns over social media. It does need to be monitored. It cannot be unattended. This needs to be discussed with administration. No admin here today. Big group shots for photos are better. The focus should not be on the kids. Someone should manage whatever we do. We need to take on a focus for our next period of time. Is it membership, volunteer involvement, what is it? Degnan will add this to unfinished business.

D. Reality Rocks Patrick Malinowski & Nancy Everson

Malinowski reported that we need volunteers as things have changed. Pricing is about 75% updated there. Set up and take down for the event - we may need help as we get a little bit closer. December 14th, 8-12 noon. QBE dropped from 15 volunteers to 8. Degnan will check with his employees to see who could come. Colony Brands may be able to bring more.

A. GRIT Campaign Rippl, Kaltenberg, Butler, Montanio
Rippl out of town for DECA. Everson reported that we have 2 students to honor from Culvers. GRIT recognition from Horizon and Prairie View - 5th grade teachers did something different. They only chose 5 students from each class. Horizon 4th grade did it differently than we have intended. We need to educate all schools of what the program is about. At Horizon, they understood the program. Kaltenberg will address the issue. At Culvers, we have two nominees. This will be set up soon. Thwing also has some nominees as well.

G. Adopt a Future James Ackley
Ackley not able to be here today.

H. Adopt-a-Future Andrea Daniels
Daniels unable to be here today.

I. Prairie Voices Betsy Butler
Butler has nothing to report at this time.

X Unfinished Business

- A. INSPIRE Program**
Winchell reported that she filled the initial input survey out in 15 minutes. She received an email two weeks after as a response. It was easy to do. Super easy to do. Could more businesses do this before the next meeting? Is there any reason to not promote this? Degnan asked if we could email this to our members. Thwing asked about the link to our website. The link will be hidden for now.
- B. Website Updates** Chad Wojtysiak
We have more things in place. It is ready to go live at this point. Need updated information. Need updated directory information. Contact info to Chris. Everson moved to make the website live. Butler seconded. Motion approved.
- C. Working Wednesday** David Dison
Dison not here.
- D. Career Cruising** David Rippl
Rippl not here
- E. BEP Program Overview Flyer**
Already discussed.
- F. Career Fair at Cardinal Heights (January)** David Rippl
Everson reported that it will be done in the afternoon, 12-3 p.m. This is a change, and she will be looking for help.

XI. New Business

- A. Window Cling** Swenson
They are done. Take them today - honor system.
- B. Patrick Marsh Career Day** handout. (see flyer). Share career information.
- C. SP DECA** - students' request for monies to participate in all the DECA activities.

X Adjournment Seth Degnan
A motion to adjourn was made by Malinowski; seconded by Degnan. Motion carried at 9:03 a.m.

The next meeting BEP Board Meeting is Thursday, December 15, 7:30 a.m. at the Statz

Family home.

cc: BEP Members, Administrative Team, School Board Members