



IACA February 2012 Meeting Notes

02/06/12 – Monday

7:00 PM to 8:30 PM

IACS - cafeteria

Meeting Called to Order: 7:01 pm

Accept Prior Meeting Minutes: Motion was made and passed to accept the January 9, 2012 minutes.

Vote to Accept Financials: Lori presented the treasurer's report, announcing fund allocations.

Lori will get details of cost/type of remaining Nashoba tickets to Annie for this week's blast in hopes to sell more tickets before we have to pay Nashoba. Motion made and passed to accept the financials.

New Business /Upcoming Events:

1. Walter announced that we got approval from the DOE for IACS' additional 200 student expansion which will ease us into focusing the master plan into 3 major areas: the track and field (to be ready by Fall 2012 depending on the turf/grass decision), the additional building (on line by Fall 2013) and the gymnasium (dependent on its costs and funds that can be raised). He discussed the efforts of groups that are currently meeting to streamline and coordinate construction and fundraising efforts. He stressed the importance of IACA being ready to "mobilize" behind the fundraising group who will "kick off" their efforts at this Friday's Beach Party Ice Cream Social informing our community of what's happening and encouraging participation.

Walter would like to see IACA 's fundraising efforts go solely towards the master plan, asserting that the school will take the things that we currently support in order to send out a clear message of the importance of the expansion/master plan fundraising effort. IACA would get recognition for our yearly contribution to the master plan. He's not intending to increased pressure to raise more money, but to put what we already do toward that goal. He understands this may take time should we decide to align with this "mission", but would like to see us try to help out this year in some way.

To assure people where their contributions are being spent, Walter established a special checking account at Century Bank to hold all fundraising/donation monies received and will only be utilized for the master plan.

Questions and comments:

- There was a discussion clarifying that the 100% club is shifting its efforts to encompass working on master plan fundraising: not only are we looking for 100% participation, but also a commitment. Kerry brought up the distinction between the 100% Club and the Expansion Initiative.
 - Lisa's concern is we don't raise a lot of money and our contribution to the annual \$500K would not be that significant. Walter responded that it is not so much about the money but rather than message we're sending.
 - To really send the message, Heather suggested donating all proceeds from the big time fundraiser if we find that we have "surplus funds". A motion was made and passed for a contingent vote: if the executive board members deem that the budget is sufficient as it is (after reviewing the finances), then proceeds for the big time fundraiser will go toward the 100% Expansion Initiative.
 - Valerie read the Article of our organization that defines the IACA (who we are/what we do). Does Walter's new concept encompass this current definition, and, if not, what do we need to do to change, if that's what we decide to do? Food for thought for next month's discussion.
2. Appreciations went to Lisa for coordinating the dances, Susan for the great decorations and all the chairs/volunteers for dances, bake sales, open houses, etc in the month of January. We would like event chairs

to submit statistics to Annie for publication in the blast/Hawk following events (i.e number of attendees, tickets sold, etc.).

3. Motion was made and passed to give Annie the extra \$50 needed for the new IACA Banner.
4. Valerie read Stel's Destination Imagination's update letter and acknowledged a submitted funding request and that these funds are being taken out of DI's annual budget.
5. Valerie read Kate's Box Top update, reiterating that this is Kate's last year as coordinator. Motion made and passed for Lori to buy a \$50 thank you gift card for Kate. Susan will find a Box Top Coordinator replacement to shadow Kate for the remainder of the year.
6. Valerie read Donna Harrington's funding request for two Mindstorm kits for Robotics. Motion made and passed to approve \$585.07 for the purchase of the two kits.
7. Valerie acknowledged receipt of a \$540 funding request for a HS Chemistry field trip and that the funds will be taken from the HS enrichment budget.
8. Heather's \$275 poster board purchase for Q/N prep store was approved by online EBoard vote. She will give Annie a blurb for this week's blast. Sheila to have HB liaisons send out Q/N prep reminder email on Thursday.
9. Motion made and passed to approve Joan Tiano's purchase of two grant writing books as well as a grant writing course at Rouderbush Community Center in Westford for a total of about \$100. Valerie gave the amount from the funding request to Lori and she wrote the check immediately to have money on hand.
10. Scholarship committee is underway. Lori volunteered as a needed IACA representative to facilitate. March 1st fliers will go up; applications will go to Jennifer Warren & principals and the deadline is May 1st at noon.
11. Bill L. and Joyce R. to chair Roller Kingdom on 2/8. Lori will bring cash box to Lisa Tuesday night to get it to Bill for Wednesday. We hope to use a coupon to save \$60 off the cost.
12. Lisa Reed will set up and man IACA table for the MS Open house on 2/15. Annie will help out. Karin will check sign by Sullivan Farms that may be advertising the wrong date. Valerie is emailing Kathleen on the date. Heather is checking with Allyson about providing baked goods and will have her reply to Lisa. Valerie to email Bob about getting us a table
13. Karin will set up Book Ends Book fair week of 3/5-3/9 by the mailboxes during the week and then move it down to the cafeteria by the bake sale during Quality Nights. Karin needs a list of volunteers from Susan and will check on CORI's. Lisa suggested that Karin send email to Sara Ogden to have her confirm who's CORI'd. Chunky Fundraiser is going slow. Annie will send this out in the blast again with encouragement to get tickets to use during Feb break. Karin is to let Annie know what and when to send out.
14. Karin and Heather are meeting to do the audit on February 17th at 4pm.
15. Heather has had a great outpouring of volunteer support for this Friday's Ice Cream social. Big time social, Wake of Maddie O'Malley, will be on 3/30 at Billerica Elks (can fit up to 30 tables here vs. 20 at Chelmsford Elks). Tickets will be available for sale at IACA table at Friday's Beach Party Ice Cream Social (\$30 each, 2/\$50 or table of ten for \$250). Heather's hoping for a poster to be ready to advertise at the Ice Cream Social. Suggestion was made for Heather to email folks who bought tables last year. If you purchase a table of ten tickets, the table will be reserved. Sheila to have HB liaisons send out an email about this event. Another suggestion was to ask for helpers to clear tables after dinner. Annie will send a list of ideas to Walter, so he can approach the teachers about volunteering for Silent Auction Items. Also, Annie volunteered to help out Heather in writing Thank You notes, though it was suggested that Susan reach out to other volunteers who may want to take this on.
16. Annie will do bake sale for 5/6 Quality Night on 3/8. Lisa will do bake sale for 7/8 on 3/6, if no one else does. Susan will put it out to the community to get help with this.

Meeting Adjourned: 8:41pm

Attendees:

L. DiMattia, V. Clark, M. Frey, S. Howard, A. Accettullo, W. Landberg, K. Wellenstein, H. Landis, S. Hingorani, B. Loehfelm, C. Bourgeois, K. Bourque, L. Reed