

MINUTES TO EXECUTIVE BOARD MEETING

**Monday, March 23, 2020
Via Zoom**

IN ATTENDANCE:

Patti Ayer
Molly Coté
Marisa Gandler
Jenn Caiazzo
Barb Condon
Laura Foody
Heather Schaefer
Lesley Prowda
Darlene Howland
Shari Prussin

Molly began the meeting by noting that the POPS by-laws require four general meetings that are open to the public each school year. Given the unknowns regarding the resumption of school and duration of other restrictions resulting from COVID-19, the discussion was put on hold to be revisited at the end of the meeting.

Patti led a discussion on targeted donations. A parent had reached out to ask about making a donation to be used by a certain department. POPS does not have a protocol in place for accepting targeted donations. It was noted that the prior POPS board had decided to go forward with accepting targeted donations but the concept was further discussed. The potential for conflicts of interest, inequities among departments, and families seeking to influence decisions were discussed. A conclusion was reached that we do not want to encourage targeted donations but that POPS should be prepared for dealing with it. Patti said that she would work on a protocol and that she would get back to the parent who had made the inquiry.

Molly noted that because of the current stay at home orders, many of the events that people had won at the gala's auction were not taking place. POPS would be going back to winners to see if people wanted their money back. Jenn reported that the gala resulted in \$44,000 of gross donations, with \$14,000 going to the long-term fund and \$15,000 going to expenses. Final totals were waiting on some additional funds coming in and possible refunds.

The next topic discussed was gift giving for teachers who are retiring or leaving the district. The most recent teachers to depart were from the high school. This year the Sprague choir teacher is leaving. Discussion ensued about establishing protocols addressing amounts to spend for receptions, gifts and actual gifts themselves tied to the number of years in the district. Heather volunteered to start a shared document noting who was given what and at what price point.

Patti informed the Board that Mike LaCava asked if the Board would entertain an early grant request for lighting for Wellesley Middle School to be used for Fame, Jr. and beyond. Patti and Molly had responded to Mike that they did not know what funds were available and that an early decision on that request could not be made. Molly noted that grant applications were due April 15th. A discussion followed regarding the current timing of the grant cycle. Molly had a conversation with Wendy Paul and Carol Morrow regarding their experiences with other organizations that knew in September the amount they would have to give away during the year rather than giving grants in the same year that the funds were raised. Lesley raised the question of whether it was beneficial to do a big fundraiser every year versus every other year. The decision in part rests on if there are volunteers to run an event. There was discussion regarding donor fatigue and how much money does POPS “need.”

The discussion returned to the need for having another general, open meeting. It was concluded that because of the pandemic situation, it would be communicated to the POPS community that the Executive Board met and that the grant process would be happening but that there would not be an additional general meeting. Links to the minutes from the last general meeting and the treasurer’s report would be made available. The last meeting of the year is scheduled for June 9th. Molly volunteered to host this last general board meeting and thank you to volunteers event.

Minutes respectfully submitted by Shari Prussin, POPS Secretary