



The Roanoke Valley Governor's School Foundation, Inc.

www.rvgs.k12.va.us

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Board of Directors Meeting Minutes

October 11, 2021

6:30 P.M. (virtual)

The RVGS Education Foundation members present

Shannon Anderson – Roanoke City, Kelly Farmer – Roanoke City, Alissa Darnell – Franklin County ; Irene May – Franklin County, Nick Lampros – Salem City, Viswanath Karri – Roanoke County, Charlene Day – Roanoke County; Administration/Retirees: Mark Levy, Paula Buch, Fred Hoffman, Cam Srpan

1. Call to Order / Agenda approval VOTED

2. Election of new officers – VOTED and approved unanimously

Slate of Officers 2021 - 2022:

President – Kelly Farmer

Vice President – Mark Levy

Secretary – Paula Buch

Treasurer - Fred Hoffman

Check signer(s) – Fred Hoffman, Cam Srpan

3. Review of Financial Report

Mr. Levy reviewed the 2020 – 2021 financial report. Mr. Levy stated although the Annual Appeal kick-off for fundraising is typically in November, we are currently beginning to receive private donations as well as corporate giving through PayPal. Miscellaneous funds used during the 2020 – 2021 school year were most helpful due the Covid-19 pandemic for purchases of i.e. air purifiers, senior recognition yard signs, materials needed for teachers to work virtually from home as well as teacher recognition at Christmas, cash awards for project forum, to name a few. There was discussion and agreement to remove donation recognition advertisements from the Roanoke Times due to cost, and instead post to the RVGS website, other social media sites and a poster in main lobby.

4. Review of Funding Request

Mr. Levy discussed these funding requests for the 2021 – 2022 school year:

Need	Proposed
Community Outreach Coordinator	\$10,000 [*]
2021 Project Forum Awards for students	\$5,000 [@]
Regional Fair Grand Award Sponsorship and State Fair Registration	\$3,500 [*]
Multimode Plate Reader	\$15,000 [@] (cost split with RVGS)
Misc. support expenses	\$2,000 [*]

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CASH ON HAND	\$53,064 current funds
REQUESTED EXPENDITURES	\$37,500
CASH AFTER EXPENDITURES	\$15,564
2020-21 FUNDRAISING TARGET	\$30,000

[*] = Immediate transfer to RVGS operating funds

[@] = Remains in RVGS Foundation account until withdrawal needed

The Community Outreach Coordinator (funded by the Foundation) manages social media, newsletters, posting to the RVGS website and social media. The Coordinator is a key role in promoting our program.

Mr. Levy discussed the multimode plate reader and its use of measuring absorbance, fluorescence, or luminescence. This piece of equipment will be used in biotechnology and environmental research for assays for cell processes, gene expression, and microbiology experiments. The total cost of this purchase is \$20,000 to \$25,000 with a requested contribution of \$15,000 from the Foundation (which will be splitting the cost with RVGS operating budget).

Throughout the year, minor or unanticipated expenses present themselves that would be appropriate for Foundation support. Some expenses serve students, such as off-setting school-related fees for economically challenged students, supporting activities like Senior Dinner or the Govie Gala, providing motivational rewards, and other similar uses. Other expenses may be staff related, such as providing lunch for the teachers, supporting professional development expenses, or purchasing class supplies. The Misc. Support Expenses line items provide additional funds for use from the RVGS operating accounts or directly from the Foundation account to support these needs.

Mr. Levy explained that Project Forum Awards expenditures are an estimate based on total number of awards given. The amount shown above is an estimate. Funds remaining after distribution of awards will be returned to the RVGS operating account to support miscellaneous expenses which support the students and/or faculty.

Mr. Levy stated in recent years, the Western VA Regional Fair has sent three projects each year to the International Science and Engineering Fair (ISEF), covering part of the travel cost being supported through a \$2,500 Foundation donation. The Foundation is being asked to support ISEF travel expenses for a Grant Award Winner project. An additional \$1,000 registration fee will be needed for regional fair students advancing to the VA State Science and Engineering Fair.

VOTED to accept all expenditures as detailed

5. Updates/Changes to Annual Appeal related to Project Forum format

The RVGS Project Forum will take place on Feb. 5, 2022. There were discussions of how to make the donation acknowledgements more inclusive by differentiating less at the lower end of the sponsorship levels. It was proposed to shift away from differentiating the donation levels below 'Gold' and grouping them into a single category. Further details regarding the fundraising letter will be left to the parents organizing the effort (Kim Morrill, Tiffany Silva, and Kelly Farmer, with support from Terri Janiga).

6. Other Discussion Items

None

Meeting adjourned at 7:40 PM