



1. Call to order:

President ~ Marty Perrett	Present	Member at Large ~ Doug Crosby	Absent
Vice President ~ Vivienne Reilly	Absent	Member at Large ~ Rodney Friend	Absent
Executive Member ~ Lisa Thompson	Absent	Member at Large ~ Sheri Hensel	Absent
Secretary/Treasurer ~ Crystal Nixon	Present	Member at Large ~ Todd Thompson	Absent
CEO ~ Dr. Tim Kitts	Present	Member at Large ~ Brandi McFaul	Present
Board Liaison ~ Tiffany Ennis	Absent	Member at Large ~ Dr. Iman Elkomy	Absent
Member at Large ~ Tammi Brillard	Absent	BH PTSP ~ Nancy Crow	Absent
Member at Large ~ Jerry Brown	Absent	NBH PTSP ~ Michelle Kinard	Absent
Member at Large ~ Deborah Arrington	Absent	Member at Large ~ Ben Burnham	Absent

2. Approval of the Agenda

- Motion to approve: Tim
- Motion seconded: Brandi

3. Approval of prior meeting minutes

- Motion to approve: Tim
- Motion seconded: Brandi

4. Financial / Treasurer Report ~ Crystal Nixon: 2013 tax return given to Marty to sign. It will be sent out tomorrow. Julie was contacted to figure out how the raffle money is going to be handled.

5. Donation Letter –

6. Fundraisers Reports / Discussion / Chair positions

- Winter Social-1/30/16: Did Lisa and Vivienne send thank you letters to table sponsors? And people who donated items? If not, in the letter put date for next social. Profits since 2011: 2011-\$3,402.72, 2012-\$6,398.74, 2013-\$4,030.76, and 2014 \$7,085.51. Need to figure out who needs a receipt for tax write off. Tim suggests hire someone to run winter social. Give them timeframes to accomplish the things we want done. They report back in order to give them an incentive. Possible base \$300 and possible additional \$300 incentive to meet all the timelines. Marty suggested a 3% incentive of profit instead of a set dollar amount. We are going to open the position up for whoever wants to run it. Brandi said she does project management. She said if Tim does timeline she can be responsible for holding the person accountable to timeline.
- Golf Tournament- April 10th: Marty has heard great things about tournament from people who played in it. Appears that about \$8,000 profit. Tammy and Kelly are sending thank you letters to players and sponsors. Bay Haven paid \$300 to Chuck to run the tournament. Tim suggests we hire Chuck every year to run golf tournament. Give him same incentive as winter social, if he meets timeline then give not only the initial \$300 but also 3% incentive if he meets certain criteria. We are going to open the position up for whoever may want to run the tournament. Brandi willing to manage guidelines and timeline for this as well.



- Yard Signs- Check signed to pay for signs. Tim asked Christine to make a push at Bay Haven to sell signs.

7. Capital Campaign Reports

- Naming Campaign Leader ~ Dr. Iman Elkomy: No report
- Grant Search and Writer ~ Brandi McFaul: Brandi still doesn't know who won 5k grant. She has not heard back from DC. Iman said she is checking Honda grant status. Environmental stuff may be very beneficial for us. We may qualify because of our outdoor classrooms. Tim does not have any other grant suggestions for Brandi to look into. Marty suggested looking back into the program that helps us find some grants we qualify for. If we get a grant, we can pay a grant manager to oversee the grant process. US department of education may be a great resource for grants.
- Professional Group Leader ~ Dr. Iman Elkomy: No report.
- Direct Clientele Leader ~ Doug Crosby/Jerry Brown: No report

8. Action Items from prior meeting: None

9. New Business:

- Covered Walkways for Bay Haven (\$10,000): We wrote a check for \$12,900. Total cost for walkways were \$85,800. Bay Haven paid \$60,000. \$25,800 was the remainder and it was split between PTSP and foundation. It was suggested that we pay the \$12,900 and reduce the football request by the \$2900. Tim makes a motion to reduce the \$15,000 to football request by 2900 and increase the amount given to Bay Haven for covered walkways by \$2,900. Marty seconds.
- \$15,000 Football Request: We can reduce the amount given to football to \$12,100. Check was written to give to North Bay Haven.
- Outdoor Classrooms(\$9,600): Cost is at \$80K. We have plans. Should roll with everything soon.
- Mill Bayou Campus Update: No updates

10. Confirm next Foundation Board meeting date: May 14th @ 12PM

11. Meeting adjourned: 1:20 PM