

The Jennifer C. LePera Memorial Foundation

Meeting Minutes

Date: September 28, 2016
September 29, 2016

Attendees: Joy LePera
Susan LePera
William LePera

9/28, meeting called to order at 6:27 PM

Items:

- Website Status: Technical problem with on-line donation form have been fixed, but site needed to be re-worked. Targeting completion of the website by the next meeting
- Financial Update: Foundation accounts at \$1111.11 with recent direct donations. The Board voted unanimously in favor of the following actions:
 - Opening a third account to maintain separate funds for the scholarship program
 - Transfer of \$500 into the new scholarship account
 - Authorized \$50 distribution to purchase cosmetic and toiletries items to make kits for incoming families (per Mary Delany, Maria Ferari Children's Hospital Family Resource Center Director)

Voted to adjourn meeting, 6:40 pm, to resume the following day.

9/29, meeting called to order at 7:22 PM

- Authorized \$100 for the purchase of four Exxon/Mobil gas cards
- Authorized \$150 for Greater Hudson Valley Ronald McDonald house, to offset a 10 day stay for a family
- Run-up to Buffalo Wild Wings Fundraiser on October 5 is underway, with tickets and fliers distributed by the Board members
- Second Avon fundraiser being planned for November.
- Discussed creation of logo shirts to be worn at public events by Board members. These would not be purchased using Foundation funds. Modifications to logo would be required.

Actions:

- Susan to investigate business cards for Board members
- Joy to investigate applying for a U.S. Trademark for our logo and name
- Bill to complete and publish website. Target date October 25, 2016

- Bill to make logo modifications to allow use on clothing items.

Voted to adjourn meeting at 7:37 PM.

Joy A. LePera, Secretary