



Geneva ABC Minutes

July 17, 2019 meeting

The meeting was called to order at 5:38 PM by April Tetlow, President. In attendance were April Tetlow, Jeff Griffiths, John Metzler, Amber Metzler, Alaina Metzler, Jan Perala, Jennifer Capo, and Andy Tetlow:

Minutes:

The minutes from the April 20, 2019 Geneva ABC meeting were approved with the following exception: correct the "In Attendance" line by changing the second occurrence of April Tetlow to Andy Tetlow

A motion to approve the minutes with the correction was made by April Tetlow, 2nd by Andy Tetlow. All in attendance approved the motion.

Correspondence:

We received thank you notes from Annika Dudik, Rachel Drees, Nicholas Drees for their appreciation for being named scholarship recipients. Sheri Drees also sent a note thanking Cathy Bradbury for her help. We received a renewal bill for our post office box which was passed on to Jeff Griffiths, Treasurer.

A motion to approve paying the PO Box renewal bill was made by Andy Tetlow, 2nd by Jeff Griffiths. All in attendance approved the motion.

Officers:

A motion was made by Andy Tetlow to have John Metzler fill the vacant Vice President role. Jeff Griffiths seconded. All in attendance approved the motion.

Treasurer's Report:

Jeff Griffiths talked about how he closed out of the Geneva Academic Boosters Club account with Key Bank, indicating we want to do business with a bank that has a local branch office.

Jeff discussed opening a new checking account with Lakeview Federal Credit Union and why it was chosen among the other local banks with one of the main reasons being their fee structure.

A motion was made by Andy Tetlow to open a checking account with Lakeview Federal Credit Union in Geneva and to have April Tetlow, President, and Jeff Griffiths, Treasurer as signing authority on the account. The motion was seconded by Jeff Griffiths. All in attendance approved the motion.

It was further discussed whether to have individual names on the debit cards for the account or to just have Geneva Academic Boosters Club. All were in agreement that just having the Boosters name was best.

Jeff reviewed the treasurer's financial statements for May and June. A discussion of the current balance and individual items within the statements was held. A motion to accept the treasurer's report was made by Andy Tetlow. John Metzler seconded. All in attendance approved the motion

Additional discussions included adding an online donations button to the web site. The two companies that we will look at for adding the donation button are Network for Good and Paypal.

Jeff also mentioned that he is looking to make a change to the articles of incorporation for Geneva ABC to remove his brother's address from the document since he is not involved with Geneva ABC and change it to our current mailing address.

Jeff handed out the current Geneva ABC by-laws for everyone to review and discuss during our next meeting.

We also discussed how we have to file paperwork yearly (December) with the state indicating our charitable status.

The relationship between the Spirit of Geneva, the Cleveland Foundation, and Geneva ABC was brought up. Geneva ABC provides the Spirit of Geneva with a 501(c)(3) organization to help handle funds to/from the scholarship fund.

A check in the amount of \$100 from Jane (Rick) Whaley was sent to the Geneva ABC to be forwarded to the Cleveland Foundation for the Spirit of Geneva scholarship fund. April Tetlow has forwarded the check and it has been posted to the Spirit of Geneva account.

Fundraising:

The group discussed whether or not we wanted to charge people for membership. In the recent past there has not been a charge for membership but at one point there was. The pros and cons were discussed and the consensus among the group was to not charge for membership. A motion to not charge membership fees at this time was made by Andy Tetlow. Jeff Griffiths seconded. All in attendance approved.

Jan Perala brought up that we might be able to fundraise by working with Giant Eagle (and other local businesses) to have something at the checkout lines where people would be able to round their bill up to give to Geneva ABC, or something of that nature. Jan indicated that she would be willing to talk to management at Giant Eagle as she had a personal connection.

It was brought up that we might be able to reach out to the teachers and GATA to see if they would be willing to donate to Geneva ABC. No action items were assigned but it is something we will keep in mind.

John Metzler had conversations with a co-worker who is involved in Academic Boosters in Jefferson and the idea of a gift basket fundraiser was discussed. John brought this idea to the group who agreed it was a good idea. Discussions centered around doing the gift basket at football games and other school related events, adjusting along the way dependent on the success and what we learn from the initial events. John is going to head up the effort to organize the gift basket fundraiser. John will spearhead looking for local businesses to donate for the basket. Andy Tetlow will assist with finding out what is required to set up a table at Spire, including checking with Spire and the High School to get permission. Jan Perala is going to see if we can get a banner for the table printed up with pictures and names of prior scholarship winners from Geneva to help draw interest to our table.

Alaina Metzler discussed fundraisers that have been held during school hours. An example would be students would pay \$1 and would be allowed to wear pajamas to school on a designated day. She is going to think about what sort of things might entice students to donate to Geneva ABC and report back next meeting.

It was brought up that we might want to see if we could run a concession stand at one of the football games. Andy Tetlow thought all available games are already taken but would check with Tiffanee Warner to see if that is the case.

Andy Tetlow asked if joining the Geneva Chamber of Commerce made sense. The group tabled this discussion for the next meeting.

School Year Timeline:

The Geneva ABC school year timeline was briefly reviewed. Everyone should look at the list of approximate dates so they are aware of what events there are throughout the school year.

Freshman Orientation:

Amber Metzler agreed to sit at the Geneva ABC table during the freshman orientation. Andy Tetlow and Jeff Griffiths will also help. April Tetlow will give a brief presentation at orientation. Jeff Griffiths will mock up a handout for orientation, perhaps a bookmark to go along with a paper with some details on what Geneva ABC is about.

Other:

It was agreed that we should also attend the Geneva Middle School open houses as the goal is to be more active at the Middle School.

We need to find a guest speaker for the Lamps & Pins ceremony. A list of possible speakers was briefly discussed. No decision was made at this time.

The group felt it was important to meet again before the regularly scheduled August 21st meeting. It was brought up that we might want to try and vary the start time of the meeting for people who can't make a 5:30 PM start time. Andy Tetlow to coordinate trying to come up with a meeting date and time to accommodate everyone's schedule.

Adjournment:

A motion to adjourn the meeting was made by Andy Tetlow and seconded by April Tetlow. All in attendance agreed. The meeting was adjourned at 6:57 PM.