



**Ivy Educational and Charitable Foundation of Houston, Incorporated
Board of Directors
January 8, 2014 Meeting Minutes**

President Staci Taylor Fullmighter called the January 8, 2014 Board of Directors meeting to order at 6:35 p.m. The meeting was held at the Johnson & Johnson Activity Center, 4400 Towne Plaza Drive Suite 100.

The following Board members were in attendance: Staci Taylor Fullmighter, LaDonna Harris, Thedrial Jackson, Kim Topps, Lillian Bourgeois, Cherise Story, Lisa Brooks, Nicole Montgomery, Marianne Walker, Faye Philips, Bettye Merritree Williams, Mary Smith Johnson, Paulette Frederick, Nkenge Berry, Barbara Hayes, Arlene Shelby Carter, Joyce Jacquet, Felicia Ransfer and Carole Pinkett.

Approval of Agenda: The Agenda was approved with the modification to update “Approval of” to “Approval of Minutes”.

Meditation: The meditation was given by Lillian Bourgeois.

September 25, 2013 Meeting Minutes: Minutes from the September Board of Director meeting were unavailable. L. Renee Lowe will be requested to forward the documented minutes to Board members.

Correspondence: The Ensemble Theatre submitted a thank you and tax letter for funds that were donated by the Foundation to the Ensemble 2014 Summer Young Performers Program.

Committee Reports:

Audit

Monica Matlock provided the Audit Committee report (Please see the Audit attached report). Both Cherise Story and Lisa Brooks informed Board members that the 2013 financial records were available for review during the summer of 2013; however, the records were not retrieved by the Audit committee.

Barbara Hayes requested that an estimated date be provided for the completion of the external audit of the 2011 and 2012 financial records.

Budget:

Cherise Story presented the Financial Report. As of December 31, 2013, the Total Liabilities and Net Assets for the IEACF are \$209,608.85 (Please see the attached financial report). A listing of the 2013 contributions that were made by the Foundation was also provided by Mrs. Story.

Fundraising:

Kids Extravaganza (Wrap Up):

Nicole Montgomery provided the Kid's Extravaganza wrap up report (Please see the attached report). Ms. Montgomery informed the Board members that the event was a success. The committee exceeded their goal by collecting a total revenue of \$8497. Ms. Montgomery also thanked the Board members and other volunteers for their time and contributions to the event. Recommendations from the committee will be forwarded to the next Chairman.

2014 Scholarship Luncheon and Fashion Show (Update):

Staci Fullmigher provided the following updates- The 33rd Annual Scholarship Luncheon and Fashion Show will be held April 27, 2014 at the Hilton Americas. The event will commence at 2 pm. "Life, Liberty & the Pursuit of Fashion" is the theme of the event. Mrs. Fullmigher announced that Style on Demand will serve as the event producer and Dillard's on Post Oak will serve as the clothier. The next scheduled committee meeting will be held January 12, 2014 at the South Acres Ranch Community Center, 11409 Scott Street, at 3 pm. Board members were encouraged to attend.

Unfinished Business:

Grant Application

Barbara Hayes submitted a draft of the proposed Community Service Grant (Please see the attached report). Board members reviewed the draft. Mrs. Hayes explained the grant process. Board members requested that the draft be updated to reflect donations will be accepted from any tax exempt organization. A committee will be established to implement and handle the funding opportunity.

New Business:

Emeritus Board Member Recommendation

Charlotte Bryant provided words of encouragement to the new Board members. Mrs. Bryant recommended that Lucy Bremond be named an Emeritus member of the IEACF Board of Directors. A motion was made by Marianne Walker to accept the recommendation. It was moved and properly seconded that Lucy Bremond be considered as an Emeritus member of the IEACF Board of Directors upon seeking guidance on guidelines and procedures that are required for adding an Emeritus member to the Board. There were 11 votes in favor and zero opposed.

Board Member Orientation and Transition

Details for the orientation and transition will be forwarded at a later date.

Announcements:

2014 Board of Director Officer election details are provided below:

<u>Office</u>	<u>Candidates</u>	<u>Votes</u>
President	LaDonna Harris	Unopposed
1 st Vice President	Thedrial Jackson	6 Votes
1 st Vice President	Lillian Bourgeois	8 Votes
2 nd Vice President	Thedrial Jackson	11 Votes
2 nd Vice President	Paulette Frederick	3 Votes
Recording Secretary	Lisa Brooks	Unopposed
Treasurer	Cherise Story	Unopposed
Financial Secretary	Felicia Ransfer	Unopposed

Next Board Meeting:

President elect LaDonna Harris announced that the next Board of Directors meeting will be held February 6, 2014. Location and time TBD.

Staci Taylor Fullmighter adjourned the meeting at 7:57 p.m.

Lisa Brooks, Recording Secretary