River Valley Charter School

Minutes

RVCS Foundation - FY26 #3

Date and Time
Monday March 30, 2026 at 6:30 PM

Location
Meeting to be held via Zoom. https://us02web.zoom.us/j/81378336797?pwd=xWCHJgk5OOfh0A8YacRlOuHRz2H3DC.1

All meeting materials for the RVCS Foundation, are available on the DropBox repository. Board on Track will hold information from FY23-24 going forward

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Committee Members Present
J. Philbin, M. Bishop, M. Everest Mancuso, M. Lugo, S. Suelen

Committee Members Absent
None

Guests Present
C. Getz, E. Rankin, K. Kuse, T. Murdy

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Lugo called a meeting of the The Foundation Committee of River Valley Charter School to order on Monday Mar 30, 2026 at 6:35 PM.

C. Approve Minutes

S. Suelen made a motion to approve the minutes from RVCS Foundation - FY26 #2 on 01-15-26.
M. Lugo seconded the motion.
Julie and Mark were not present so motion moved forward without their confirmation
The committee **VOTED** to approve the motion.

II. President's Report

A. Review Desmond Landscape Invoice

- Whole project: $650k
- French Drain: $10K (Invoice)
- Does this come out of the pledged up to $100k for pond dredging
  - Yes, it is not an additional request on top of the pledged amount
  - Pond is being manually dredged to prevent ecological damage
  - Language will need to be remediated to expand the coverage of drainage related work including the French Drain
  - Language should be time gated
- We need to understand the edges of what we would be covered. We should receive invoices for covered items prior to releasing funds.
- Finance committee reviewing capital expenditures.

B. Officer Roles for upcoming term

- Foundation will need to replace 2 members and transition all 3 leadership roles in the near future.
- Recruitment efforts
  - Sonia has written language for The Current
  - Julie is following up on a potential lead. Sonia assisting with language
  - Megan suggests a "Get to Know the Board" mixer for parents to learn more about the needs of the Board and Foundation
  - Karen would like a short blurb of for what the Foundation needs so she can send out a survey to parents gauging backgrounds and interest in participating
  - Possibility of board member for hire raised--We don't think that will be necessary as there are a lot of parents who could and desire to engage.

C. Future of RVCS Foundation

- Foundation work is essential, but not as heavy a lift as Board of Trustees engagement
  - The roles are focused on stewardship, serving as a vigilant and conscientious custodian of RVCS funds
  - Does not require in depth fiscal or non-profit knowledge
  - Does require dependability and organization
- Megan is willing to step forward for any of the needed roles --> We will discuss in more depth in an off schedule Foundation meeting

III. Treasurer Report

A. Review Updated Financials

- Things are holding pretty steadily
  - Just over 526K in holding total with a stable portfolio balance
  - Full Report
- Low returns for the year to date given the recent market volatility, but returns are still positive. Summary Letter

IV. School Director Report

A. Grounds Redesign Update

- Remaining Items for Phase I

- Wetland Cleanup* (likely the driver of the pond dredging costs)
- Outlet Control Structure Repair *
- TV Inspection of Culvert
- Completion of Underdrains at Play Area*
- Completion of Timber Edging
- Stonedust Paving: Requires stable warm/dry weather
- Engineered Wood Fiber and Black Rubber Mats
- Reseeding (as needed)
- Demobilization

**Costs that could feasibly request from the pool of pledged Foundation Funds*

- Short Term Needs: Gazebo

- Foundation will require itemized receipts for all portions of the work that will be covered by the pledged funds for transparency.

-Ribbon Cutting: TBD

-Decided to not pursue additional CPA funding outside of the 150k granted

B. Fundraising Update

- Withdrew from CPA grant funding this year due to competition- additional funding not the initial 150k
- Funds Raised this Year: $34,016

V. Development Committee Update

A. Review contents of Development Report

- Read-a-thon brought in $18,640!
- In combination with the funds from the Annual Fund Drive, we're over halfway to the annual fundraising goal of $50,000
- Big thank you to Karen for her expertise and support (and of course Elizabeth too!)

VI. Board of Trustees Chair Report

A. Review Contents of the Board of Trustees Report

- Transition process is going well
- Board retreat was last weekend
- Current efforts include
    - Updating Bylaws
    - Finalizing Caretaker Survey
    - Recruiting
        - Need to focus recruitment on weak/missing skill in the Board Skills Matrix
        - Open to the inclusion of more community members and grandparents

VII. New Business

A. Document Storage

- An off cycle meeting will be held restricted to just the Foundation Board. This meeting should include:
    - Language update for the pond dredging pledge
    - Review of current document storage processes and future preferences
    - Review of Transition Checklist and Board Roles
- Melissa to send out email to schedule this meeting.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,
M. Lugo

Documents used during the meeting

- Inv_36029_from_Desmond_Landscape_Contractors_Inc_28312.pdf

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.