

APPROVED



## Foxborough Regional Charter School

### Minutes

#### FRCS Foundation Inc. Board Meeting

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##### **Date and Time**

Monday November 29, 2021 at 8:00 AM

##### **Location**

Foxborough Regional Charter School

##### **Elementary School Conference Room**

35 Commercial Street

Foxborough, MA 02035

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##### **Committee Members Present**

Heidi Berkowitz, Karen Calvert, Kerry O'Rourke, Lori Rudd (remote), Luis Soria, Nancy Sepe, Susanna Girard

##### **Committee Members Absent**

John Marston, Kathleen Crawford

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#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

Susanna Girard called a meeting of the FRCS Foundation Inc Committee of Foxborough Regional Charter School to order on Monday Nov 29, 2021 at 8:05 AM.

#### **II. FRCS Foundation Inc**

#### **A. Board Development**

Heidi will create a profile of the ideal board candidate in terms of fundraising, network, front facing to the community. Board members will be responsible for contributing time or treasure. By June of 2022 we will add 2 more board members to the foundation board. In the meantime, we will also work to build our adhoc committee membership.

#### **B. Community Engagement**

The survey is complete and ready to be reviewed and discussed by the foundation board members at the January meeting.

#### **C. Short Term Project Planning**

The following fundraising draft calendar has been created. The board will work towards these commitments and assess and evaluate at the annual meeting in September 2023.

July 2022 - Golf Tournament (Nancy & Amanda)

August 2022 - Carnival (Heidi & Karen)

November 2022 - Giving Tuesday (Heidi & Amanda)

January 2023 - Gala - 25th Anniversary theme (Luis, Karen, Susie & Lori)

March 2023 - Taste of FRCS (Kerry)

As we build interest in community these are the opportunities for volunteerism .

Additionally we will use the school data base to identify parents who have a skillset in fundraising and development as well as corporate affiliates, or small business ownership to solicit as committee members.

#### **D. Long Term Program Planning**

#### **E. Next Steps**

We will move to ZOOM platform for all upcoming meetings. The link will be listed in the agenda.

Kerry will follow up with Amazon Smile to ensure the donations are connected to the foundation bank account and distributed as intended. Upon completion, Kerry and Amanda will create a visual campaign to communicate this out to our larger community.

### **III. Closing Items**

#### **A. Approval of Minutes: September 2021**

#### **B. Approve Minutes: October 2021**

#### **C.**

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 AM.

Respectfully Submitted,  
Kerry O'Rourke

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The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.