

## Pawnee City School Education Foundation Meeting Minutes

November 16, 2015

Meeting was called to order by president Marissa Kobza at 6:41 pm. Board members present Lisa Hunzeker, Marissa Kobza, Marie Glenn, Brian Rottinghaus and John Wissler. Randy Niss arrived at 7:00. Joe Davis was absent.

Minutes from the last meeting were unanimously approved as emailed to each member.

Discussion was held about the newsletter costs. Marissa had spoken to the post office about Every door direct mail and gotten a price of \$236.00 for the county if the item is under 3.3 ounces. The next one is being assembled right now for distribution next week. Discussion was also held concerning the bulk rate permit for the school.

Brian will email Rob to get permissions to update our facebook page.

Randy Niss said the inspector is finished after the removal at the Flanagin property. He is waiting on the paperwork needed to start the demolition. Randy will be removing more windows from the house before the demolition starts to minimize broken glass in the process.

Lisa and Brian went to a meeting in Lincoln concerning non profit organizations and discussed social media, a policy manual and indemnification insurance for the board. We will check into this further and report back next meeting.

Marie made a motion that Brian present to the Board of Education and amendment for our bylaws to allow us to create a policy manual. Marissa seconded the motion. Unanimously carried.

The bylaws with the minutes to make changes that were approved by the Board of Education were sent to Joe Stehlik for change. If the board approves the policy manual amendment we will have to approve the changes as a foundation board and then have them reprinted.

Our next scheduled meeting is January 18, 2016 at 6:30pm for a financial report  
Meeting was unanimously adjourned at 7:54 pm.

Marie Glenn, secretary