

COSTA MESA HIGH SCHOOL FOUNDATION Minutes
For BOARD OF DIRECTORS MEETING Monday, November 25, 2013

Time: 6:00 p.m.

Location: Costa Mesa High School Library
2650 Fairview Rd
Costa Mesa, CA 92626

For information contact: Cynthia Blackwell (714) 546-8797

- Call to Order: meeting called to order by at Debbie S. at 6:10 p.m.
- Roll Call: C. Blackwell, C. Rice, D. Speer, D. Wanbaugh, K. Foley – excused G. Bermudez, F. Albers
- Public Comments: none in attendance
- Principal's Comments: a big thank you for the outstanding job that was done for the Gala. It was amazing. Phil would like to see a Gala or some kind of event tied into the opening of the new theater when the Enclave opens. This would include performances by various groups. Various ideas were discussed.

Aaron also voiced his appreciation for all that the Foundation has provided.

> Strategic Plan – Phil strongly believes we need to align our resources with the school so that we can work together to promote a 21st Century curriculum. He is setting up a meeting in February and would like representatives from the Foundation to attend. This would be a full day meeting.

- Approval of minutes from October 23, 2013 – motion made by Cynthia, seconded by Candace. Motion carried.
- Treasurer's Report: report is on file for reference
 - >Fidelity Funds- need to look at using other firm
 - >bid update from First National – after having First National review our Fidelity Funds, it is being recommended that we put our account out to 3 companies to bid. Debi has offered to pursue this and set up meetings for the bids. Katrina made a motion, seconded by Candace for Debi to seek out three bids so that we can better manage our investment account. Motion carried.
- Committee Reports
 - Fundraising
 - > Home tour – update – Katrina – more members have joined her committee. There are also sub-committees being formed. More committee

members are needed. The event is moving forward with the goal being December 2014. This would be for the Costa Mesa Zone. A budget needs to be established. Katrina is asking for \$10,000 for seed money for the administrative budget for the event. Debi W. made motion, seconded by Candace for these funds pending review of the bylaws for authority. Motion carried.

>SOCO –update –Debi – still has a few loose ends to tie up. We raised \$25,000. After expenses our net revenue was \$16,867.50. Wrap up meeting has occurred. Plans are being discussed for future event.

- Old Business

- >Bylaws update - will be sent out via email for approval

- New Business

- > Board Elections – list of names were discussed that the committee has gathered and is contacting. Debi wants all names for Board members by January 10th if you are interested in a Board position. A slate of officers will be presented at our January meeting. Our annual meeting will be a hosted luncheon to go over what we have done (showcase for potential Board members) and what being on the Board would entail. The date would be January 22nd. We would invite all of the City Council members, School Board members, Cabinet, and one or two teachers that have received grants in the past, and other supporters. The venue Debi will check is Capital Grille at South Coast Plaza. Katrina and Debi will work on the attendees. Our regular Board meeting will follow.

- > Use of Foundation as a pass-thru of funds for various groups. The pass-thru of funds need to be done through the Boosters in the future. This one time we will do this for the Washington D.C. Fundraiser. Phil will follow up with Frank.

- >We are requesting that all future correspondence from the School and City go to info@cmhsfoundation.com

Advisor's Comments –none in attendance

Board of Directors Comments - Cynthia will stay until the elections in January. That will be her last meeting. Debi brought up some grants from companies that we may want to pursue for the future. We need a grant writer. Katrina gave a big thank you to everyone for their hard work. She also expressed the need for representatives for Measure F advisory committee. Debbie wanted to give another big thank you to Debi for all of her hard work on the Gala.

- Adjournment- Meeting adjourned at 7:55 by Debbie.
- Next meeting will be on January 22 following the luncheon.