

COSTA MESA HIGH SCHOOL FOUNDATION MINUTES
Monday, November 21, 2016, CMHS Library

Call to Order: 3:05 p.m.

Roll Call: Quorum present

Voting members in attendance – Joe Wolf, Maria Nickless, Tim Taber, John Stephens, Gary Bermudez, Cristin Rasmussen

Absent – Kirby Piazza, Jill Cavanaugh

Advisory members in attendance - Jake Haley, Jennifer Christ, Katrina Foley

Principal's Comments:

Tutoring Center is up and running, spread the word. They offer Math & UCI college students helping with Language Writing. Hours are daily 8:00am - 9:30 am and 2:30 pm - 6:00pm

Approval of minutes from September 7, 2016 – Waived till 12/19 meeting

BUSINESS ITEMS:

Treasurer Report:

Reviewed Balance Sheet & Profit Loss Sheet for both Sept. & Oct. 2016 Gala Event raised approximate \$15,000. Review expenses paid on grants \$10,000 accompanist for vocal music; \$10,000 string instrumental teacher consultant; \$300 Richard Gomez Handball Club.

Home Tour: \$15,000 approx. raised so far. \$10,000 will go to Foundation, then any further funds raised are split 50/50 with Hero's Hall. Reviewed Ad sales and ticketing to date. Cost for publishing booklet approx. \$5,500.

Committee Report:

Gala Recap & Financials: Katrina shared it was a fun, easy to put together event. It did not reach a big audience, unlike So. Coast Plaza. Gala raised about \$15,000.

Discussion about types of events for future, maybe big one every other year and smaller venues in between. John Stephens suggested we get with Chamber and identify upcoming community events and align with them to increase revenue & foundation exposure. Ideas were shared about a spring Annual meeting/dinner fundraiser w/a Visionary type award banquet. Also participating with spring community run.

Home Tour Update: Katrina provided upon on sponsorships and push for more ticket sales. Only 100 so far. She asked committee to send out emails and post to facebook this week. Upcoming promotions include: All Vets 2 for 1 ticket sales; Black Friday Special = enter into south coast plaza gift card drawing. Ad deadline is Friday. Pet Ads still available \$40. Jake Haley and Gary B. to update the booklet insert for principal and foundation message by Tuesday.

Katrina will create a googlesheet with contacts for board to call for potential fundraising donors. Each board member agreed to make calls for both home tour ads and grant funding..

Teacher Grant Funding &/or evaluations & necessary adjustments: Review that grants were on hold awaiting audit. Jennifer & Jake reviewed the bylaws and how much we can dip below the foundation amount. Katrina shared the spirit of the bylaws and Jennifer shared that the City oversees that the foundation is adhering to the Segerstrom Agreement. It was agreed that section 5.5.12 is ambiguous on the %'s we can spend. Tom/City recommended/suggested we don't dip below \$900,000. Much discussion occurred on spending only what we fundraise, to set a goal on fundraising goal and projected grants totals based on history. It was agreed we need at least 3 specific board members as fundraisers to sustain our level of grants. Discussion was had on getting more donor interest and taking grant line items and fundraising for specific line items. John proposed attending next Chamber meeting and speaking about CMHS and getting donor interest.

Joe went through grant list for discussion/approval on each grant. Based on current funds available of approximate \$29,000. **Motion to pay grant #1 salaries from endowment & remaining grants through fundraisers.** Motion 2nd by Tim, AYES: Maria, John, Christina, Gary NAY: no one. **MOTION PASSES:**

John motion to approve grant #5, 6,7. Motion 2nd by Gary. AYES, Maria, Christina, Joe, Tim NAY: no one **MOTION PASSES**

Katrina to write grant for #4 and Jake to submit to City.

Legacy Tile Project: Maria shared project overview, discussion on tile price was determined \$100, plus \$25 add on for graphics. Maria will discuss with Kirby on color selection and mustang logo array design. Maria will take lead on project and work with Vanessa Hatch on school promotion and details. Maria will contact brick company and get website up and rolling by target date of 12/15.

Spring Fundraiser: Tabled till next meeting

ACE: Tabled as Kirby was absent

City Advisor Comments: Jennifer spoke to board about restructure and commitment to the board. Katrina to get off checking account and Gary on account. Katrina also needs to be removed from the endowment account. John to find out if only 1 person can be on the investment account and process to remove Katrina.

General Board Discussion about adding new members to the foundation with specific positions. Jennifer will send an email to board for recommitment to remain on board, or desire to have your position replaced.

Katrina, Tim and Jennifer will head up nominating committee to get active board members.

Old Business: Website

Jennifer will also send out information on how to get website updated and who to send updates to.

Next Meeting: Monday, December 19th, 3:05 p.m. in the Library. It was decided the board meetings will be held the 3rd Monday of every month.

Adjourn: 5:00 p.m.

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