Clairemont High School Foundation

Meeting Minutes

July 22, 2016

The meeting was called to order by Colleen Kleege at 4:20pm. Those in attendance were Colleen Kleege, Lynne Bonenberger, Heidi Fulton, Chris Herndon, Ana Ellard, Manny Diaz, and Patty Moreau.

The minutes from the June meeting were approved as submitted.

TREASURER’S REPORT: No report at this time. Paula and Cathy need to get together for the handoff of materials and to change the names of signers on the account.

OLD/UNFINISHED BUSINESS: Colleen mentioned the PTSA sponsored luncheon for staff on August 24th. She asked for volunteers and Heidi, Lynne, and Ana offered to help out.

Lynne brought us up to date on the movie night scheduled for September 10th. Ernie Navarro from the Kiwanis is working with us and he will pull the permit for school use. The movie will be Rudy. Manny will provide Lynne with a list of parent contacts for each sport. Then Lynne will let them know they can sell at the event.

Chris will update our website so that the front page is more news friendly with current happenings listed. Manny should send Chris some pictures from the Spring Break Sports Camp. Continue to send Chris and Heidi info that needs to be on the e-blast and website.

NEW BUSINESS: We discussed possible mixer venues. We will stick with the September 13th one at Blackthorn but Colleen will approach the Poseidon Project on Napier to see about an event in December. Other possibilities include isa.bella, Spice & Soul, Bitter Brothers and Red Card. We will continue to put pledge supporting businesses at the top of our list.

We discussed the requirement of two signatures on each check we issue. Most 501c organizations require this so we felt it would be a good idea to add this to our operating procedures. Patty motioned that two signatures are on each check, Heidi seconded it and the motion carried.

We also discussed the permits that we need to acquire from the district for the upcoming year. Colleen will work on getting those for our meeting dates at school, theater events that we sponsor, and the Have A Heart fundraiser. She will also look in to obtaining one for a 50/50 raffle at our Spring Fling. It’s a good idea to have all permits reviewed by the board before signing off on them. Colleen motioned that we require a review process prior to signing, Heidi seconded and the motion carried.

While discussing our insurance policy Patty asked about the Presidential Museum items. Colleen will check with Fletch to see if he has an itemized description list of the items that belong to the Foundation so we can keep it on file.

NEXT MEETING: Friday, August 26th at the Kleege’s---Pool Party and Family Friendly! Heidi will reach out to all newly enrolled families at CHS and be sure to invite them. We will promote as a Tailgate at the Kleege’s. The idea is to come for the meeting at 4:00pm and then leave in time to attend the home opener for the football team at 7:00pm. Heidi will research the purchase of Chieftain “Terrible Towels” to hand out to those in attendance at our meeting. With whatever is left over we will sell at other events. The movie night on September 10th is one idea.

Meeting adjourned at 5:42pm

Submitted by Patty Moreau