Clairemont High School Foundation

Meeting Minutes

October 11, 2016

The meeting was called to order at 7:20 by Colleen Kleege. Those in attendance were Colleen Kleege, Chris Herndon, Paula Cunningham, Martha Corrales, Cathy Lackmann, Lynne Bonenberger and Patty Moreau.

Because of our late start we didn’t approve the minutes from September. We need to be sure to do this in November.

PRESIDENT’S REPORT: Colleen recapped the work that Price Waterhouse Cooper volunteers did on September 30th. The group painted the cafeteria and laid rock on the south side of Ute Dr. They also had some people giving presentations on the work that PWC does. Overall, a very successful day! We briefly discussed the movie night as well. Next summer we should have events on our campus two nights. We will hold the fundraising opportunity to sports teams.

TREASURER’S REPORT: Cathy presented the budget for 2016-2017 school year. Patty motioned to adopt the budget, Paula seconded it and the motion passed. Patty also motioned to approve the checks written totaling $4328.98. Lynne seconded it and the motion passed.

We then spent the remainder of the meeting discussing our procedures for a Sponsorship/Fundraiser Request and worked on developing a Fund Reimbursement Request. We decided that we would basically mirror what ASB does, the school principal will be required to approve all fundraisers, all pertinent stake holders must sign the forms and lead time will be 3-4 weeks. We will also notate on the forms how the checks must be made payable to the foundation. Once the forms are ready we will keep blank ones in our office mailbox as well as have a link on our website.

**UPCOMING EVENTS:**

November 1st:  Meeting at 7:00pm. **NOTE DATE CHANGE DUE TO ELECTION DAY.**

December 12th: Mixer at Dan Diego’s on Morena Blvd. Board to meet at 5:30 to handle business, Mixer starts at 6pm.

Meeting adjourned at 8:45pm.

Submitted by Patty Moreau