Clairemont High School Foundation

Meeting Minutes

December 12, 2016

The meeting was called to order at 5:36 by Colleen Kleege. Those in attendance were Colleen Kleege, Paula Cunningham, Cathy Lackmann, Lynne Bonenberger, Manny Diaz, Heidi Fulton, Chris Herndon, Shauna, Pat and Jess Hornbrook, Nevin Kleege and Patty Moreau.

MEETING MINUTES: Lynne motioned to approve the meeting minutes from November 1st.  Patty seconded and they were approved as submitted.

TREASURER’S REPORT: See attached report. Cathy motioned to approve the issued checks from October 17-October 29 ($3894.19). Heidi seconded and the motion passed. Next, Patty motioned to approve the check issued from October 30-December 10 ($25.00). Heidi seconded and the motion passed. We also ratified checks issued to G. Jimenez, C Kleege and J. Kienle: Patty motioned to ratify and Lynne seconded. The motion carried. These checks were issued to all as reimbursement checks for out of pocket purchases. A revised donation page was sent out on December 18th, it will be included in the January report.

MISCELLANEOUS: Patty reminded people to ask ASB for funds when purchasing end of season awards. There is money set aside for each team so that should be the coach’s first stop when looking for money to cover the cost of awards. Spread the word! Colleen has the new Donation Form/Letter to be used for the Spring Fling in April.

FORMS: We are making headway! Colleen passed out the Payment Authorization/Reimbursement Form. The only change that may need to be made is to change one of the lines that reads Teacher Rep Signature to Captain/President/Student. We want to be sure that the students are approving the expenditures as well.

NEW BUSINESS: Colleen presented the idea of paying club volunteers to make phone calls during the Phone a Thon. Volunteers will earn $20.00 per hour for donating their time and the money earned will be credited to their account within the foundation. No monies will directly be paid out to anyone. Volunteers must work 1 hour minimum in order to earn the credit to their account. We will try to get volunteers during our mixer to be held at the Blackthorn on February 15th prior to the calling start time. Patty motioned to approve the disbursement to volunteers, Heidi seconded it and the motion carried.

**UPCOMING EVENTS:**

January 10, 2017: Regular meeting, 7:00pm at school

February 15-16: Have-A-Heart Phone A Thon at school

Meeting adjourned at 6:11pm.

Submitted by Patty Moreau