



Meeting Minutes
May 10, 2022, 6:30 pm
Isa.Bella, Clairemont Town Square

Attendees: Pres- Jason Payne, VP- Paula Cunningham, Secretary- Amy Lowry, Communications- Chris Herndon, Student Events- Alejandra Castenada., Staff Liaison- Heidi Fulton. Past Pres- Colleen Kleege.
absent: Treasurer- Malissa McGee, Hospitality Sandy Landerer, Fundraising Tiffany Rapp.

Call to Order: 6:36pm

Meeting Minutes for April 12: Jason made a **Motion** to approve the minutes for Jan and Feb, Alejandra seconded, *motion carried.*

Treasurer report:

Financial Report will be available later in the week. April balances were: Foundation: \$15,515. Total with clubs /sports: \$105,537.

Paula will work with Malissa to get all Spring Fling silent auction basket proceeds to the appropriate club/teams accounts.

Staff Liaison report:

CHS is hosting summer school

June 14 5pm is graduation in the stadium

All SDUSD Vice Principals will be renamed as Associate Principals with some changes to their roles.

Old Business:

Jason reports checks approved / written last month / weekend: Greg G. (catering), DJ Drew, Disney grad tickets, bus deposit, girls water polo banquet, boys volleyball team event, football lunch, theatre reimbursements, girls basketball golf tourney, teacher appreciation donuts

Theatre production of Once Upon a Mattress was a great success, with over \$5k in proceeds.

Yard signs: ~25 left

Grant/Sponsorship/Payment Requests:

Payment request: Sun Diego charters: \$9,990 for balance of grad night buses. Driver tips: \$75 x 3 to be paid with cash, **Action item-** Jason to get cash from Malissa for the tips. *approved*

Payment request: Field hockey- \$930.88 for jackets (One Stone Apparel) *approved*

Grant request: Circle of Friends \$250 grant request for medals for unity softball game- **Action item-** Paula to follow up with them since they have money in their account and more from silent auction basket. The cost of the medals is \$193.95.

Payment request: Boys volleyball \$1434.05 to team mom Deena Carney for expenses (team dinners, trophies etc) *approved*

Payment request: Paula Cunningham \$153.12 for SF silent auction supplies. *Approved*

Payment request: Sandy Landerer \$61.03 for SF food. *pending paperwork*

Payment Requests for Theatre reimbursements- Malissa has paperwork for the following- *all approved:*

- Payment request: "Clairebills" to Nicole Cantalupo \$333.32
- Payment request: banquet to Tacos El Unico \$880
- Payment request: t-shirts \$35.24, \$97.46, gloves \$42.71, cider \$35.07; to Ann Torgerson
- Payment request: Choreographer Karina Johnson \$600

Sponsorship requests:

Boys basketball fundraising- **Action item-** Chris to set up a page with paypal for Basketball Camp Tournament

Boys volleyball fundraising: they will sell shaved ice Jun 3 after school in parking lot, school approved

New / Ongoing Business:

Spring Fling Debrief:

Preliminary numbers: Chris reports \$10,500 brought in less expenses of approx \$1853

- Location: Brick by Brick (\$500 paid)
- Food: (\$450 paid including tip) Greg G.
- Music: DJ (\$750 paid including tip)
- Total costs: \$1700 (P.C. costs?; update budget for next year with actuals, round up)
- Ticket / bingo presales: \$2310. Song bingo sold out (30 x \$5)
- 38 tickets at the door sales
- Karaoke (with "principal factor"): \$140
- Silent Auction (cash, checks) \$1870

More discussions to be held with all members present

- Learnings: let venue know if your headcount jumps in the days leading up to event
- Thank you to the art class, others like Greg G.
- Feedback: "Best Ever"
- Foundation google drive has a folder for Spring Fling, Chris to share with everyone to keep all info in one place and shareable.
- Post Chieftain Pledge donor logos at future Spring Flings
- Review "free SF ticket per \$100 donation" for Chieftain Pledge donors because the "value of the event" isn't tax deductible if ticket is used. It is also a challenge administratively for Foundation to track and contact donors about tickets. *Discussion tabled, to be discussed in 2022-2023 planning.*
- Reunion committee 60/61 was there, note to incorporate more alumni in future.

Grad night: Disneyland reserved for June 17 (Friday). Jason reports tickets have been received from Disney via courier. Micki is in communication with Drew, Heidi, Lisa regarding transfer of one available ticket from a student that had something come up and can not go.

Foundation Senior Scholarships: Nine submissions for four scholarships. Alejandra reports that by the end of next week they should have a decision about the winners.

Upcoming events / dates:

- Teacher appreciation breakfast May 18 7:45-8:30 in conjunction with their professional development event.
- Prom: May 28 at the Handlery Hotel in Mission Valley.
- Graduation: Jun 14 5pm in the stadium. Colleen has the draping for the stage.

Other business:

Alejandra has been posting on Foundation's Instagram account and posted thank you to sponsors.

Chris asked for items for the next SWAG (photos, thank you's, etc.)

Suggestion of a 2022-2023 retreat over summer for planning.

Next Meeting: Second Tuesday of the month would be Jun 14 (graduation). Proposed moving to June 7. To be confirmed.

Meeting Adjourned: 8:20pm

Meeting minutes submitted by Amy Lowry, secretary