Clairemont High School Foundation

Meeting Minutes

November 1, 2016

The meeting was called to order at 7:12 by Colleen Kleege. Those in attendance were Colleen Kleege, Paula Cunningham, Martha Corrales, Cathy Lackmann, Lynne Bonenberger, Manny Diaz, Rachel Behr, Gary Jenkins and Patty Moreau.

MEETING MINUTES: Colleen motioned to approve the meeting minutes from September 5th. Manny seconded and they were approved as submitted. Colleen also motioned to approve the minutes from October 11th. Lynne seconded and they were approved as submitted.

TREASURER’S REPORT: See attached report. We need to approve the issued checks ($3894.19) at our next meeting.

MISCELLANEOUS: Gary had a question about the donation to Robotics for $1380.00 from the Benevity Community. Cathy said this was a matching donation that took a while to come in.

Colleen talked about creating car magnets to sell. Everyone thought that was a good idea but no one stepped up to spearhead.

The Chieftain Pledge money will all come directly to the Foundation going forward. Our agreement to split the funds 50/50 with the PTSA ended as of October 31, 2016.

Paula is pursuing a grant to retroactively cover the rights to the show In To The Woods for theater. She is also looking in to the group Las Patronas. Their grant request deadline is January 6, 2017 so our timing is good to submit a request. Martha will approach ARC to see if they can make payments to the Foundation to cover the rights for the show. ARC cannot pay the full amount all at once but can make incremental payments of $500 per month. After she discusses with Alyssa, the ARC coordinator she will let us know if this is a possibility.

Colleen will create a poster to get volunteer sign ups at our Dan Diego’s mixer.

FORMS: Colleen and Cathy will work to finalize the forms needed for sponsorship and/or fundraising as well as the reimbursement form. All requests will need to be approved by the Foundation board prior to the event. If time is short and we do not have a scheduled meeting, we can approve via an electronic vote (email). To recap from last month, 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.

NEW BUSINESS: Martha presented the idea of the Foundation sponsoring the Fun Friday events at school. The calendar will be scaled back to three events: Winter Wonderland, Earth Day and a Fall football game (Homecoming or The Classic) We will handle all the “main dish” food arrangements and school clubs can fill in to provide items that we are not. Patty motioned to support/sponsor Fun Fridays. Manny seconded and the motion carried.

**UPCOMING EVENTS:**

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

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

Meeting adjourned at 8:32pm.

Submitted by Patty Moreau