

**South High Foundation**  
**Minutes**  
Meeting of the Board of Directors

South High Media Center  
February 12, 2008

Directors attending: Harold Benson, Dennis Fazio, Rod Hemstreet, George Dahl, Jim Bloom,, Art Lakoduk, Marlys Schluck

Directors absent: Elmer Koch, Steve Lindquist, Loyd Schanke, Brian Thomson

Members attending: Melvin Haagenon, Richard Westby, Warren Schluck

Others: Dagne Waldeland, Assistant Principal

Meeting opened by Mr. Benson at 7:00pm. A quorum was present.

**Minutes**

Motion by Dennis Fazio to approve minutes. One sentence was changed in the fundraising section to clarify. Carried.

**Committee Reports:**

Administration

Dagne Waldeland reported that Keith Ellison spoke to the Humphrey class. Tomorrow is singing telegram day on a shortened schedule (late start). Basketball team continues to do well. There has been an attrition of 50-80 students so far this year, so the administration will be looking into that. Now at about 1900 students. The school is above average on math based on a recent national test, but a little below on English. The sweetheart dance is at the Millenium hotel 7-10pm. The wrestling team has won the Twin Cities championship.

Fundraising Committee

Mr. Benson reported that Brian Thomson has been working on some kits for meeting with potential donors. We are working on trying to identify people who could make substantial donations to the Athletic Field fund. Some we have identified so far are out of state so we may have to wait until later when they return. For future use, Oct, Nov and Dec seem to be the best months for fundraising of this type.

Finance Committee

*Treasurer's Report:* Mr. Hemstreet reported on the Endowment Fund (attached). There were \$4,367.39 in dividendts to the general fund during the past 12 months. \$50,000 was moved from the Investment Choice account to a CD for use of the Athletic Field fund. As of Feb 4, \$50,805

has been received for this fund.

Current balances as of Feb 1 in Premier Checking account are \$90,657. In Investor's Choice 270,289.

Mr. Hemstreet and Mr. Fazio reported on the new financial statements including a balance sheet, income statement with classes/job costing. This, or an abbreviated version, will be presented each month going forward. Balance sheet and income statement attached. Some transactions from the previous fiscal year may be included so the finance committee will look into that.

Also going forward, we will need to account for the fair market value of all donated merchandise as revenue and all prizes and premium giveaways at fundraising events as expense.

### Grants and Scholarships Committee

Grants were approved by the Committee for the following:

South Counseling Dept for financial aid night \$500

Partnership Program for the HArt program \$1,200

Eva Neubeck for bus transportation to St. Paul \$200

Regional Science fair participation expenses \$240

Request for African American Student Organization was tabled for lack of signature from an administrator.

Project Success request for \$6,000 tabled until an advocate could present at a Board meeting.

Baseball Boosters request tabled for need of a Board discussion regarding funding to booster organizations.

The Foundation will consider funding specific requests from South High Booster Clubs on an individual specific request basis. Carried 6 to 1.

### Administrative Assistance

Mr. Fazio presented the detailed job description proposal for the proposed Administrative Executive position. Mr. Benson asked the Board for discussion.

Mr. Fazio moved that the Board move ahead with the solicitation for an Administrative Executive and appoint a committee of 2 or 3 to post a solicitation, gather applications, interview, and make a recommendation to the Board. Carried

Mr. Benson appointed Marlys Schluck, Dennis Fazio and Art Lakoduk to the Committee.

## **Adjourn**

Motion by Mr. Fazio to adjourn. Carried. The meeting adjourned at 9:00pm.

**Treasurer's Report**

**SOUTH HIGH FOUNDATION**

**ENDOWMENT FUND**

**INVESTMENT REPORT, YEAR ENDING DEC. 31, 2007**

INVESTMENT CATEGORY:

GROWTH & INCOME:	<u>1/1/07</u>	<u>12/31/07</u>
Thivent Large Cap Fund	\$74,518	\$79,980
Janus Growth & income	24,145	26,243
Mass. Investors Trust	24,371	26,778
MFS Mid Cap Growth Fund	23,512	25,536
Vanguard S & P 500 Index Fund	<u>40,015</u>	<u>42,171</u>
TOTAL GROWTH & INCOME	\$186,651	\$200,708

INCOME / BOND FUNDS:

Thivent Income Fund	\$48,767	\$50,229
MSF High Income Fund	29,814	28,057
MFS Bond Fund	44,078	43,204
Bond Fund of America	<u>10,695</u>	<u>20,232</u>
TOTAL INCOME FUNDS	\$133,354	\$141,722

TOTAL FUNDS VALUATION	\$319,915	\$342,430
Money market funds	<u>27,982</u>	<u>21,499</u>
ENDOWMENT FUND TOTAL	\$347,897	\$363,929

Dividends to General Fund 2007    \$4,367.39

ALLOCATION OF FUND:

GROWTH FUNDS	59%
INCOME FUNDS	41%

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Accrual Basis

Friends of South High Foundation  
**Balance Sheet**  
As of December 31, 2007

	<u>Dec 31, 07</u>
<b>ASSETS</b>	
Current Assets	
Other Current Assets	
Endowment funds	
1600 - Janus Capital Group	
1601 - Janus G & I Fund	26,243.02
Total 1600 - Janus Capital Group	<u>26,243.02</u>
1700 - MFS Investment Management	
1701 - MFS Bond Fund - A	30,007.15
1702 - MFS Bond Fund - B	13,196.95
1703 - MFS High Income Fund - A	28,057.01
1705 - MFS Mass. Investors Trust - B	26,777.87
1706 - MFS Mid Cap Growth - B	25,535.68
Total 1700 - MFS Investment Management	<u>123,574.66</u>
1900 - The Vanguard Group	
1901 - Vanguard 500 Index	42,170.58
Total 1900 - The Vanguard Group	<u>42,170.58</u>
2000 - Thrivent Financial	
2001 - Thrivent Income Fund - a	50,229.41
2002 - Thrivent Large Cap - A	79,979.81
Total 2000 - Thrivent Financial	<u>130,209.22</u>
Total Endowment funds	322,197.48
Individual scholarship funds	
1003 - TCF National Bank - Wallin fund	1,918.14
1101 - 12 Mo. CD - 19 - Behr fund	1,248.13
1102 - 12 Mo. CD - 37 - Hampton fund	5,048.46
1103 - 12 Mo. CD - 55 - Seubert fund	2,091.27
1200 - Charles Schwab - Ellis fund	
1201 - Oakmark Equity Income	7,817.08
1202 - Schwab Money Market Fund	108.44
Total 1200 - Charles Schwab - Ellis fund	<u>7,925.52</u>
1400 - Investors Capital - Finnberg fd	
1401 - AMCAP Fund - A	129,027.79
1402 - American Mutual - A	134,652.95
1403 - Bond Fund of America - A	109,644.29
1404 - Cap Income Builder - A	145,365.67
1405 - Federated Capital Reserves	125,076.49
1406 - Investment Co. of America	137,075.30
1407 - Marshall & Ilsley	13,215.00
1408 - Schering-Plough	20,640.00
Total 1400 - Investors Capital - Finnberg fd	<u>814,697.49</u>

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Accrual Basis

Friends of South High Foundation  
**Balance Sheet**  
As of December 31, 2007

	<u>Dec 31, 07</u>
1500 - Investors Capital - Graham fund	
1501 - American Mutual	3,860.19
1502 - Cap Income Builder	8,233.06
1503 - Federated Capital - Graham	<u>7.87</u>
Total 1500 - Investors Capital - Graham fund	12,101.12
1800 - Morgan Stanley - Arneson fund	
1801 - U. S. Govt Money Market	146.50
1803 - U. S. Govt Securities Trust B	<u>12,709.02</u>
Total 1800 - Morgan Stanley - Arneson fund	12,855.52
1850 - Morgan Stanley II - Barnard fd	
1802 - U. S. Govt Securities Trust	<u>3,525.43</u>
Total 1850 - Morgan Stanley II - Barnard fd	<u>3,525.43</u>
Total Individual scholarship funds	861,411.08
Undesignated funds	
1001 - Share acccount - 00	5.21
1002 - Premier checking 88	89,199.56
1004 - Investors Choice MM - 70	257,120.02
1300 - Investors Capital	
1301 - Bond Fund of America	20,590.52
1302 - Cash	302.77
1303 - UnitedHealth Group, Inc.	<u>5,114.00</u>
Total 1300 - Investors Capital	<u>26,007.29</u>
Total Undesignated funds	372,332.08
2501 - Prepaid expenses	<u>750.00</u>
Total Other Current Assets	<u>1,556,690.64</u>
Total Current Assets	<u>1,556,690.64</u>
<b>TOTAL ASSETS</b>	<b><u>1,556,690.64</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	129,456.65
Unrestricted fund balance	1,199,875.45
Net Income	<u>227,358.54</u>
Total Equity	<u>1,556,690.64</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,556,690.64</u></b>

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Accrual Basis

Friends of South High Foundation  
**Profit & Loss by Class**  
July through December 2007

	<u>TOTAL</u>
<b>Income</b>	
3100 - Undesignated fund	41,110.17
3200 - Scholarship funds	34,050.00
3300 - Save the Tiger income	68,487.16
3800 - Event income	
3801 - Golf tournament income	21,160.00
3804 - Alumni lunch income	3,735.00
3805 - Fall newsletter	<u>6,009.22</u>
Total 3800 - Event income	30,904.22
4200 - Community Band income	3,110.00
4300 - Item sales	
4301 - Hats and shirts income	<u>1,092.50</u>
Total 4300 - Item sales	1,092.50
4700 - Athletic field income	39,955.06
4800 - Entrepreneur fund income	11,000.00
5000 - Dividend/interest income	22,078.07
5100 - Unrealized gain or loss	<u>-18,955.83</u>
Total Income	232,831.35
<b>Expense</b>	
6100 - Administrative expenses	39.66
6130 - Golf Tournament	9,436.94
6160 - Lunch fund	74.51
6170 - Newsletter	3,694.53
6190 - Postage	5,626.23
6210 - Grant expense	21,755.36
6220 - Scholarships	49,000.00
6240 - Professional Fees	2,780.00
6250 - Contract services	982.25
6260 - Printing	2,212.25
6270 - Mailing	3,231.35
6280 - Catering and food supplies	3,275.63
6290 - Prizes and premiums	1,014.30
6300 - Office supplies	465.73
6910 - Community Band expense	<u>750.00</u>
Total Expense	<u>104,338.74</u>
Net Income	<u><u>128,492.61</u></u>