

Minutes

Board Meeting

South High, Media Center – November 10, 2009

1. Call to order

Harold Benson called the meeting to order at 7:10pm. The following board members were present:

- Harold Benson, Elmer Koch, Steve Lindquist, Nancy Rosenow, George Dahl, Rod Hemstreet, Jim Bloom, Judy Ayers
- Members, Guests & Others Attending: Carol Peterson, Heidi Larson, Marge Harris, Carol Colloton, Cecilia Saddler, Dick Westby, Melvin Haagenson, Vonda Gluck

2. Minutes

MOTION by Elmer K. to approve the minutes of the October Board meeting. Second by Jim Bloom. **CARRIED.**

3. Treasurer's Report – Steve Lindquist

- Checking: \$ 13,721
- Investors Choice: \$12,498
- Relationship Rewards \$267,182
- Certificates of Deposit \$0
- Reserved/Restricted: \$297,014
- Available Funds: (\$ 3,613)
- Endowment: \$ 312,383
- We have money, but we are borrowing against other funds to cover general operating.
- Carol will verify the \$25,000 seed money to the Athletic Field from the minutes. The board will address a transfer of funds back to general operating in January.
- Copies of the Sales Tax Exemption certificate and the Reimbursement Request form were distributed.

MOTION by Elmer K. to consider the \$1,745 in grants, and hold the media request. SEE GRANT REPORT
Second by Rod H. **CARRIED.**

MOTION by Elmer K. to approve the Treasurer's Report. Second by Judy A. **CARRIED.**

4. Reports:

- A. Administration – Cecilia Saddler: Distributed a diagram of the new South High attendance zone. South is in Zone 2. The current students attending the Liberal Arts program will be grandfathered in. Open and All Nations programs will continue to receive busing, but not Liberal Arts. The District is working on GO-TO passes. Also, students are currently given transportation to take classes at other schools, not offered at their home school. South's budget was based on 1,600 students, however, enrollment currently sits at 1,965. South was the only school that received additional funding and was allowed to add more teachers. There is a number of activities and conversations occurring going forward in line with the coming school changes. For instance, CC has met with Pat Teske (District Fine Arts Coordinator) to find funding to implement a beginning band course, including instructor. All 8th graders attending South performances this year attend for free. South was left off of a number of school's high school meetings. This has been adjusted. Also, South will not be doing the usual Shadowing for 8th graders. Instead, the school will be hosting groups of students who will be given tours of the school and spend time in the building as a group. Also addressed the proposal made by Site Council parents to the Grant committee earlier in the evening. SEE GRANT REPORT.
- B. Site Council – Marge Harris: Melvin Haagenson provided a written report of the Site Council meeting.
- C. Fundraising Development – Heidi Larson-David: We've identified individuals, and have three families with whom we are currently working. This is a relationship building process. We are not talking about general operating. Will approach the subject of double funding. For instance, one family that is looking at supporting programming, is also looking at making a donation that will be matched by both US Bank and the Minneapolis Foundation. He's not in a rush, but when that comes in, it will be tripled. Attempting to match contributors with their interest. One family is interested in spreading their donation over a period of time.

So, rather than get \$50 or \$100 one time, we could get \$25 or \$30 each month, which represents additional funding of \$200 or more per donor. A special thank you letter will be sent to the Appeal donors. Heidi will get the letter written and to Carol C. for use.

D. **Committees:**

STRATEGIC PLANNING – Harold Benson: REPORT ATTACHED.

GUIDELINES PLANNING (ELMER KOCH): The Grants Committee piece is complete. We will add the forms that George provided. The Alumni Lunch chapter was delayed due to Bill McMoore's illness. I've received his outline and will be able to complete the first draft for review by the Luncheon Committee. The Schlucks have mailed both the Pancake Breakfast and the Wall of Honor pieces, which are being drafted into an outline for their review. In most cases, most people are not identifying who is responsible for a specific task. They have identified the tasks, but not, for instance, whether the task is handled by the committee in whole, or an individual on the committee. Jim Bloom is working on the Golf Committee. Membership, Budget & Finance are next. We will add the Clothing and the Historian. Steve L. had mentioned earlier the issue of ticket pricing and fees for the events. We will include a process on those particular committees for reviewing annually a budget, including what they intend to charge, for presentation to the board.

MEMBERSHIP & Communications – Nancy Rosenow: REPORT ATTACHED.

The Communications Committee has been focused on the newsletter. The next meeting will be held November 25. The Membership Committee is working on clarifying membership.

FUNDRAISING – Heidi Larson-David & Rod Hemstreet:

The fundraising committee will meet in December. We will have a report for the Appeal Letter at the December meeting. In 2 days, we already have over \$1,500.

CLOTHING (Rod): The kiosk will be moved over on Wednesday. Mark Sanders has agreed to allow us to use his office for the time being to keep the kiosk stored. Rod & Carol met with head engineer to work on space for storage. A flyer will go out to parents announcing the merchandise sale. Students were responsive to the sale. We will be involving more people as Carol & Rod get things organized. The store will be open 11am to 1pm on Tuesday and Friday.

GRANTS – George Dahl:

- Oromo Students, Jen Bieck - \$183.10, for buses to the University of Minnesota for a pre-college workshop on November 11. *COMMITTEE APPROVED*
- SH Site Council, Joan Bechtold - \$250, for a marketing postcard to send out to prospective families, and up to \$1,000 toward updating the web site to support efforts to engage new families. *COMMITTEE APPROVED*
- Language Arts Dept, Vicki Mickelson - \$300, to pay for a workshop with an area poet, Heather Ross, for Juniors and Seniors on November 16 and the week of January 4. *BOARD APPROVED, SEE MOTION UNDER TREASURER'S REPORT.*
- Counseling Department, - \$600, to pay for amenities for Financial Aide night. *BOARD APPROVED, SEE MOTION UNDER TREASURER'S REPORT.*
- GSA/GLBTO Support Groups, Sheri Harris - \$795, to cover information publications, and efforts to promote awareness through several events. *BOARD APPROVED, SEE MOTION UNDER TREASURER'S REPORT.*
- Media Center, Susan Blohm - \$4,000, purchase of new literature books specific to non-American, African American, and Native American authors. *COMMITTEE TABLED.*

MOTION by Elmer K. to rescind the Grant Committee's approval for the \$1,000 towards the web site.

Second by Steve L. **CARRIED.**

MOTION by Elmer K. to process Administration's request for \$12,857 from the SHS discretionary funds.
Second by Jim B. **CARRIED.**

SCHOLARSHIP – Elmer Koch: We have 10 scholarships that we will be processing for the year. There is potential for others. One, a memorial for Don Swanson. Elmer has spoken with Barb Swanson. Five hundred thirty-five dollars have come in through the Foundation. Mrs. Swanson has \$700 designated for South Foundation, with some specific to the Athletic fund. Roughly \$1,200 currently exists, however, there is also cash from the service which she intends to divvy between the various organizations. She will get back to Elmer within a week. Discussion was held regarding what type of scholarship would be offered, perhaps a study going into physical education work.

ATHLETIC FIELD BUILDING/HOMECOMING – Jim Bloom:

Preliminary Expense Report through November 9. Final report will be given in January.

• Permits & Plans:	\$ 5,038
• General Contractor, Time & Materials:	\$140,648
• Landscaping:	\$ 32,059
• Miscellaneous Time & Materials*	\$ 5,200
• Administrative Support (events, etc):	\$ 1,349
• Postage, Copying, Supplies:	<u>\$ 1,345</u>
• TOTAL COST OF BUILDING:	\$ 185,639

The above figures include estimated costs for fixing the girls bathroom towel dispenser (\$1,000), and a final number on postage, mileage, etc. Additionally, there were \$12,403 in changes or additions to the original contract.

5. **New Business:**

- Administrative tasks and office hours: The communications committee will discuss how mail is going to be processed. Heidi and Carol will be dealing with incoming . We are streamlining the administrative tasks. Also, Heidi and Carol will address having set office hours for the Foundation office.

6. **Good of the Order:**

- Technical Issues: We will need to have future discussion on server issues and software needs. Dennis Fazio is not able to provide the level of technical support that we are moving into and we will need to find a new host for our web site.
- Foundation Article in the Southerner: A student reporter will be contacting Foundation members to interview them about the history of the school and their experiences.

7. **Adjournment:** The meeting was adjourned at 9:05 PM. The next meeting will be held at 7pm on Tuesday, December 8.

Respectfully submitted,

Carol Peterson, Admin Support

By Order of:

Harold Benson, President