

Minutes

Board Meeting

South High, Media Center – February 9, 2010

1. Call to order

Harold Benson called the meeting to order at 7:15pm. The following board members were present:

- Harold Benson, Elmer Koch, Steve Lindquist, Nancy Rosenow, George Dahl, Marlys Schluck, Rod Hemstreet, Jim Bloom, Judy Ayers
- Members, Guests & Others Attending: Carol Peterson, Steve Simondet, Warren Schluck, Carol Colloton

2. Minutes

MOTION by George D. to approve the minutes of the January Board meeting. Second by Elmer K. CARRIED. Note: Correct Mark Sanders name (Sanderson)

3. Treasurer's Report – Steve Lindquist

- Checking: \$ 14,004
- Investors Choice: \$12,512
- Relationship Rewards \$248,144
- Certificates of Deposit \$0
- Reserved/Restricted: \$272,016
- Available Funds: \$ 2,644
- Endowment: \$ 323,990
- We have about the same amount of funds available this month as last month. We wrote over \$17,000 in scholarship checks in January. The money reserved to the endowment is deposited to the Money Market fund, where it sits until an appropriate time to add it to the investment funds. This may occur once or twice a year. It has only occurred once this year due to the market climate. The clothing expenses are currently exceeding income by about \$8,000. The kiosk cost was \$1,200. The books are showing a gross margin of \$2,600. Steve L. will research the possible return of unused funds from one of our grants. The Foundation's check was deposited with Achieve!, and the Treasurer was informed that Achieve! does not return funds.

MOTION by Judy A. to approve the Treasurer's Report. Second by Jim B. CARRIED.

MOTION by Steve L. to approve an additional \$50 to South High for the Guthrie Theater Grant. Second by George D. CARRIED.

4. Reports:

A. Administration – Steve Simondet: Very short report tonight. A very enormous thank you to the Foundation for providing the water bottles, lanyards, and t-shirts for the Chinese visitors. The group really enjoyed their time at South High. The next phase is a trip for a group of South staff to the school in Beijing.

B. Committees:

MEMBERSHIP & COMMUNICATIONS – Harold Benson (for Nancy Rosenow)

The next priority for the Communications committee is to complete and distribute the newsletter. The deadline is February 17th. All board members who are submitting articles are asked to get their articles to Cheryl on time. The committee is also working on membership definitions and the logo. A possible report on these two items will be given at the next board meeting. The next committee meeting is February 24th.

STRATEGIC PLANNING – Harold Benson: REPORT ATTACHED.

Elmer has not been working on the plans, although the documents are on his computer. Once his computer is repaired, he will return to completing the procedures plans. As discussed previously, most are complete.

SCHOLARSHIP – Elmer Koch: REPORT ATTACHED.

Anne Erickson (South Counseling) expects to have a list of available scholarships out this week.

GRANTS – George Dahl:

- The committee did not meet for February. The next meeting will be on March 9

PANCAKE BREAKFAST –Warren & Marlys Schluck:

- The Pancake Breakfast is April 25. We have begun pulling together the planning. The ticket price will remain \$5 for adults. Warren has been researching food costs, and they may have a new supplier. Also, a Sough High parent will again donate \$500, plus match up to another \$500. The ticket price does cover the cost of food. Some discussion about the manner in which attendees purchase breakfast tickets, and then spend their change on raffles.

MOTION by Rod H. to keep the ticket price at \$5 for this year. Second by George D. **CARRIED.**

ATHLETIC FIELD BUILDING –Jim Bloom (Final Report):

- The building is still in the name of the Foundation. Jim will contact Clyde Kane to see what the procedure is to get it re-assigned to the District.
- Final Costs: \$ 187,482.81

BUDGET –Rod Hemstreet:

- Worksheets were passed out to the Board members. Committee chairs will be working on completing the forms by adding their expected income and expenses. The Budget Committee will then take that information and create an organization budget.
- Rod reviewed the mission of the organization with the Board, as well as the by-law directives on the budget. A key word in the mission is “enrichment”.
- Endowment: Although the by-laws state that 25% of income will be reserved to the endowment, historically, this has not been done with events, such as the Golf Tournament. The net profit should be used to calculate for these events going forward. Other organizations use 10% to 15%. The Foundation is infusing the dividends, currently about \$400 a month, into the general fund. We would need over \$400,000 in the endowment in order to have income of \$30,000 from the funds. Capital gains remain in the fund. Discussion centered around capping the principal of the endowment, or lowering the reserve percentage. Adjustments have been made to the investment funds to increase return. The committee will review the current procedures and discussion points. Marlys S & Jim B will be added to the Budget & Finance Committee. A report will be given at the April meeting.
- Designated Gifts: There is currently \$294,405 in designated gifts. Some of these accounts are active, some are not very active. This is comprised of funds restricted for the Girls Swim Team, the Entrepreneur class, the Community Band. Our 2nd largest fund, next to Save the Tiger, is the Athletic Field fund. While in the process of raising funds for this endeavor, it was determined that the board may not be able to meet the District requirements (to receive a match from the District) for the funding. At the time, the Foundation was holding money from the Edy family that was undesignated. This money came to \$16,388. In a special meeting in July 2008 the board moved to use reserve these funds for the athletic field building along with \$8,612 from the general operating to make an even \$25,000 in order to ensure that the organization could complete the project. In March, unexpectedly, the Foundation was awarded \$50,000 from the NFL toward the building. With the field house now complete, the fund has \$41,241 remaining. Rod Hemstreet recommends that there is no reason to continue holding the \$25,000, and therefore, it should be returned to the general fund for use by the organization to continue providing grants on behalf of South High students. We will not have any substantial income until the end of April with the Pancake Breakfast.

MOTION by Elmer K. to act on the recommendation to move the \$25,000 originally reserved for the Athletic Field back to the general operating fund. Discussion: The amount was comprised of \$16,388 from the Edy fund plus \$8,612 from general operating. Second by Marlys S. **CARRIED.** Note: Jim B. voted against.

5. **Good of the Order**

- Elmer will Chair the By-Laws Committee. Members will be Marlys Schluck and Nancy Rosenow.
- We need a nominating committee. If anyone is interested, please contact Harold Benson.
- The committees will need a general ledger of what they have expended in order to create their budgets. Steve will see that they get the information prior to April meetings.
- **COMMITTEE DATES:**
 - Wall of Honor ~ Friday, February 26 at 10am ~Room 149 Conference Room
 - Strategic Planning ~ Tuesday, March 2 at 11am ~ Room 149 Conference Room.
 - Communications/Membership ~ Wednesday, February 24 at 12:30 ~ Foundation Office
 - Alumni Luncheon ~ Wednesday, February 24 at 10:30 ~ Foundation Office

6. **Adjournment:** The meeting was adjourned at 8:50 PM. The next meeting will be held at 7pm on Tuesday, March 9.

Respectfully submitted,

Carol Peterson, Admin Support

By Order of:

Harold Benson, President