

Serra High School Foundation, Inc. General Board Meeting Minutes

April 1, 2009

Serra Foundation Mission Statement

Improve the future quality of life in our community through enhancing academic and athletic programs at Serra High School

Serra Foundation Website: www.serrafoundation.org

APPROVED

Present: Kim Gotfredson, Paul Gotfredson, Janet Green, Mike Jimenez (Principal), Barb Lefkarites, Dionne Lozano, Julie Matthews, Jeff Thomas (Site Operations Specialist), Diana Tracy, Ginger Tyson, Rob Wright.

Call to order: President Rob Wright called the meeting to order at 6:33 p.m.

- I. **Presentation of minutes:** Minutes of the 3/4/09 Board meeting were presented. Paul moved to approve the minutes as submitted. The motion passed unanimously. The 2008-2009 minutes will need to be signed by the secretary and president.
- II. **New Business**
 - a. **Auction Report:**
 - Rob thanked the entire auction committee for an excellent job of planning the event. The first auction committee members from the past commented on how elaborate and beautiful the baskets were.
 - Ginger reported that they brought in \$18K during the auction and after bills are paid will probably clear \$15K. The hotel made reparations for items that were not as promised. Board members commented on the change of venue positively. It was great to see community and staff members participating also. The total numbers of attendees was 150.
 - Reyman's Photography sent a check for \$50.00 with a disk of posed photos. Barb will contact Reyman's to see if they will directly contact those who posed for photos.
 - After the next auction meeting, final numbers will be available.
 - b. **Campus Improvement:**
 - SDUSD forms for the administration building signage project have been signed. Barry has submitted the RS. We are waiting for a response from the school district. When we get the RS back, we can move forward. There is not a stated expiration date on the bid but the price may increase if the manufacturer increases the material price.
 - Rob will call Karen at Miramar SignWorks re: a bid for other signs on the campus.
 - c. **Plaque Project:**
 - Sixteen tiles have been sold. Lori emailed Kim that an order for less than the required 100 tiles can be placed, but the cost for each tile will be \$35.00 instead of \$20.00. The company will credit us the discount when we order 100.
 - The Board discussed Foundation purchase of tiles for the ROTC alumni killed in action in Iraq.
 - Discussion centered on creating a plan for the installation. The wall needs to be prepped and there are 3 switch plates in the middle of it at eye level that will need to be addressed. Norm mentioned that the Little League (LL) is tiling the comfort station at De Portola fields; Dionne will find out who is doing the installation for the LL board. Diana's neighbor is a tile artist and may have installation contacts for us. Rob suggested that we may want to fill out an RS for the wall, so that if the school district comes for the sign project, they may do the

tile wall project at the same time. Norm moved that the Foundation spend up to \$3,000.00 to hire a designer to create a plan for the tile wall for now and for the future. Julie seconded the motion and it passed unanimously. Kim wants to take a photo of the artist's rendering for the website. Barb will email Lori to get the name of the tile company. Diana will be the point person for communication on creating a plan. She will ask her new design associates for recommendations.

d. Membership committee report: A check was received from members who could not attend the auction dinner.

e. Treasurer's report:

- Julie distributed a P&L previous year comparison and a balance sheet comparison.
- Paul made a motion that the "restricted funds-grants" item from previous years totaling \$4,461.66 be moved into unrestricted funds. Norm seconded the motion and it was passed unanimously. Grant recipients now have a time limit on their grant monies.

f. Grant Committee:

- Paul reported that they had a lighter volume of grant requests than in the prior grant periods. The academic requests totaled less than the previous grant periods, likely due to the focus on using district funds before they were cut. Since fundraising was down, the committee kept grant approvals down as well and granted a total of \$4,969.90 with \$1069.90 for academic, \$2,000.00 for athletics and \$1900.00 for administration/other. The Foundation is supporting the PTSA's army of snack procurers and delivery people for the STAR tests by matching last year's amount with promised support of more funds if the PTSA fundraiser falls short.
- Norm moved to approve the grant requests as submitted by the committee, the motion was seconded by Diana and approved unanimously.

III. Other matters

a. Sports Recognition The Sports Recognition Nights were poorly attended and the suggestion was made last year to try a Sports Recognition Dance. It has been scheduled for May 15. Joe Schmidt is requesting funds for a DJ and decorations. Julie moved to provide \$2,000.00 for the dance. Ginger seconded the motion and it was approved unanimously. The dance is free to all athletes, cheer squad members, ROTC and band members with a \$5.00 for guests. Same dance agreement as for all other dances.

b. Tierrasanta Rec Council report Norm Ryan reported that the TRC would like Serra to consider naming the football field after Judge William Mudd, one of the original Tierrasantans who helped fund the lighting of the football field at Serra, a luminary from the first Serra Foundation, and a well respected judge in San Diego who had recently passed away. There was a suggestion to that the Foundation buy a tile for Judge Mudd also.

c. New Board positions Rob will be calling all board members and asking whether you would like to remain in your current position or change.

d. Tierra Times list of members Rob would like to have a final list of members printed for the Tierra Times for our 20th anniversary year. Kim reported that we paid \$209.00 last time. Perhaps we could lead off the list with 'In Memoriam: William Mudd'. Norm moved to spend up to \$250.00 for the list. Paul seconded the motion and it was carried unanimously.

e. End of year dinner Rob will contact Tierra Mex Restaurant in the Gateway center about having our end of the year dinner with current and new Board members at the end of May or in early June.

f. Landscaping at corner Norm will check with Treebeard on the watering schedule for the trees and grass at the Santo Road marquee corner. The Alexander palms on the left are shorter than those on the right and the grass on the left is brown. They were installed in 2001 with the corner project.

Meeting adjourned at 7:45 p.m.

Items for follow up

- ✓ **Rob** will call Karen at Miramar SignWorks re: a bid for other signs on the campus.
- ✓ **Barb** will contact Reyman's to find out how they will notify those who sat for portraits at the auction dinner.
- ✓ **Dionne** will find out who is doing the tile installation for the LL board at the comfort station.
- ✓ **Barb** will email Lori to get the name of the tile company.
- ✓ **Diana** will be the point person for communication on creating a tile plan.
- ✓ The Foundation should purchase of tiles for the ROTC alumni killed in action in Iraq.
- ✓ The Foundation should buy a tile for Judge Mudd also.
- ✓ **Kim** will submit a list of Foundation members to the Tierra Times as our final Thank you for the 20th anniversary year.
- ✓ **Rob** will contact TierraMex about the end-of-year dinner.
- ✓ **Rob** will call current board members re: board positions for next year.
- ✓ **Norm** will check with Treebeard re: the corner project landscaping.

NEXT MEETING: Wednesday, May 6, 2009 at 6:30 p.m., Serra High School Media Center.

Janet R. Green

Foundation Secretary, attachments Treasurer's report, Grant Committee Spring Grant requests
04/09/09