

Serra High School Foundation, Inc. General Board Meeting Minutes

June 10, 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: Liz Adamski, Cara Furio, Kim Gotfredson, Paul Gotfredson, Janet Green, Allison Kahn, Darla Lopez, Julie Matthews, Don Nacrelli, Mark Regn, Norm Ryan, Jeff Thomas (Site Operations Specialist), Rob Wright.

- I. **Call to order:** President Norm Ryan called the meeting to order at 6:30 p.m.
- II. **Introductions:** Attendees introduced themselves & their board positions.
- III. **Old Business**
 - a. **Presentation of minutes:** Minutes of the 5/6/09 Board meeting were presented by email and approved as presented. Darla moved to approve the minutes; the motion was seconded and passed unanimously.
 - b. **Plaque project:** Don Nacrelli reported on the plaque project.
 - i. He circulated 2 designs for tiles for the alumni service members who have been killed in action. The majority voted for the tile with the rank and name on top line, service and KIA date on middle line, class of and age on bottom line. We have previously approved purchasing tiles for the alumni and for Judge William Mudd, Foundation Board member.
 - ii. Ginger Tyson's contact Michelle has been retained to create a plan for the tile installation. She has been looking at other installations, such as Coronado High. After her report and plan, we will place the ~2 dozen tile orders that we have received. The goal is to have the tiles installed before school starts again. Paperwork for the district needs to be signed and placed in the queue.
 - iii. Cara suggested a table at Orientation. After discussion, a decision was made to put a flyer into the registration packet. Don needs to send a pdf version of the flyer to Jeff, who will get it translated into Spanish. Cara will get paper for the 2500 copies needed for the packets. Kinko's or UPS store may be a good choice for copying. The 2500 flyers are needed by 6/18 at the latest. Packet pickup dates are August 22 and August 24, 2009 from 0800 to 1700.
 - iv. Cara suggested an article for the Tierra Times emphasizing the tile and those that are 'in memory of', perhaps with a photo from the families.
 - v. Michelle will be at school on Friday 6/12 to see the first installation wall.
 - c. **Treasurer's report:** Julie Matthews presented the Profit and Loss (P&L) statement. She will be doing a wrap-up for the June 30 end of fiscal year. Grant requests have been broken out into the 3 groups, academic, athletic and administration. We have \$10,000.00 on hand in the checking account and \$35,000.00 in a CD.
 - i. Item 205, unclaimed grant monies, needs to be added to the P&L and create another category for this type of 'income'
 - ii. Item 425, money from sale of AP books came from the resale of books that the Foundation purchased for AP History and were no longer used.
 - iii. Kim moved to accept the Treasurer's report; the motion was seconded and carried without opposition.
 - d. **President's report:**
 - i. Norm Ryan reported on a meeting that he had with local surrounding schools' Foundation presidents as a way to 'demystify' Serra and get to know the other school. He is hoping to have quarterly meetings with the other Foundation

presidents. He mentioned that the De Portola Foundation has been particularly adept at fundraising under the direction of President John Sperazzo.

- ii. Last week a meeting was held with Mike Jimenez, Norm Ryan, Rob Wright, the Football (FB) booster president, the Athletic Director and the FB and Basketball coaches to discuss the situation where the Foundation is the only group involved in running the snack bar. It was a frank, open meeting about the dearth of volunteers in the snack bar this past year, the quality and quantity of food items offered and the affect that it has on Serra's reputation. FB parents have noted better menu items, more carts and faster lines at other high school snack bars. A direct statement was made that the snack bar has been "understaffed, out of food and underutilized" as a revenue source and that both the "home and visitor sides needed to be attended to". At the end of the meeting, it seemed that a compromise was in the works. It is Mike's decision on how to manage the snack bar. FB had tentatively agreed to do a 50/50 split of the proceeds if they help run it. Norm has scheduled a meeting for Saturday, August 13 at Tierra Mex at noon. Jen Joyce, Foundation snack bar shopper, will attend. Others are invited also.
- iii. Discussion on the snack bar issue ensued. Use of the snack bar by other groups has led to loss of utensils and equipment; groups other than FB or BB will want to be 'in' on the snack bar; the split with FB, if it occurs, could be viewed as a pre-approved restricted gift from the Foundation funds, that may satisfy requests they may have made anyway; different menu items sold from carts – like burgers, burritos, coffee drinks, Jamba Juice, Dairy Queen, In & Out, local Tierrasanta restaurants.
- iv. First home game is Sept.4 vs. Ramona – before the actual start of school. We need to be ready and to run it really well. Norm asked for a core group to join him at the Tierra Mex meeting.

e. Campus Improvement Committee

- i. Rob Wright reported that Miramar Sign Works is set to install the administration building signage on Friday 6/12 in time for graduation on Monday 6/15.
- ii. Rob would like to work through the summer on the signage for the rest of the buildings and be ready to go in September.

IV. New Business

a. Sports Recognition Dance

- i. Kim Gotfredson asked about the funds that were to be used for the Athletes Ball, which was cancelled due to low ticket sales. No funds were spent. The athletes get recognition via their own sports banquets.
- ii. Should we go back to the original format, which was poorly attended? Coaches and players really did not want to attend. We need to revisit the issue in the fall. Jeff mentioned that the school will look very different next year in terms of staff available to work on events due to the severe budget cuts.

b. Orientation/Packet pickup

- i. Packet pickup for all students will be held Saturday August 22 and Monday August 24 from 0800-1700 both days.
- ii. Orientation/registration will be held on Thursday August 27 for freshmen and seniors and Friday August 28 for sophomores and juniors.

c. Mixer: Norm would like to have a board members mixer in August at someone's home as a way to create good will towards men (and women). If you would like to host, please let him know.

d. Membership cards

- i. Cara would like to purchase paper that can't be photocopied so that our Foundation membership cards can't be duplicated. The paper only comes in

blue/gray color. Julie moved to buy the better paper and the motion was carried unanimously.

- ii. Cara reported that the membership team updated the membership envelope to capture email information along with phone and address.
- e. **Grant request:** Allison Kahn asked if a grant request from her daughter Jamie had been received. The request was for funds to support playing field hockey in Israel. Paul answered that the letter had been received after the spring grant request deadline. Norm asked Paul to scan the letter in and send it electronically to him.
- f. **Thank you note:** A Thank You note from Rachel Weigman and Lexie Ryan was received thanking the Foundation for the grant money that supported their trip to the Freedom Foundation.

V. Adjournment: The meeting was adjourned at 8:00 p.m.

NEXT MEETING: Wednesday, September 2, 2009 at 6:30 p.m. in the Media Center

Janet R. Green
Foundation Secretary
06/19/09