

Kalaheo High School Foundation
BOARD MEETING
Kalaheo High School Library Workroom
February 3, 1992

Meeting Minutes

Board members present: Martha Robertson, Suzy Churchill, Sharon Ehrhorn, Sarah Fincke, Tiffany Hercules, Ellen Libby, Karen Muronaka, Sandi Schneiderman, Peggy Jenkins, and Michael O'Malley.

Business:

1. The committed received IRS Form 1023 and other forms to indicate tax exempt status. Peggy will fill these out. Normal filing fee is \$375.00 but our status may reduce this to \$150.00, if we do not expect to raise over \$10,000 in the first year.

Michael and Peggy will draw up Articles of Incorporation and By-Laws. Toward that end and after some discussion it was agreed that this project would be known as the Kalaheo High School Foundation. All present, except Michael, were willing to serve on an initial Board with the intent to involve additional alumni as much as possible. Peggy will follow up on other alumni. It was agreed by consensus that the following would serve as officers: Suzy Churchill, President; Peggy Jenkins, Vice-President; Sarah Fincke, Secretary; Ellen Libby, Treasurer. Michael will specify something like "not less than five, but not more than 15 voting Board members" in the By-Laws. No particular composition (x number of teachers, x number of alumni, principal, etc.) will be specified

2. Other items discussed were:
 - a. The possibility of membership donation on a sliding scale, beginning at \$10.00.
 - b. A voting Board plus honorary, non-voting Board members- preferably non-political, but with name recognition- who are willing to lend support to the Foundation.
 - c. The need to determine a dollar amount requiring two signatures for payment of funds- the treasurer plus another Board member- perhaps \$250.00.
 - d. The need to make our purpose clear in flyers and other publicity, that is, we are not affiliated with the DOE, etc.

Peggy will contact other potential alumni to help. Martha will set up an evening meeting with Clyde Neboka on Thursday, March 19 at Kalaheo HS or some other available/convenient place. The Board will meet to discuss the Foundation's purpose, philosophy and the above items on Thursday, February 6, 2:30 pm in the library conference room. The board will meet again with attorneys on Monday, February 17 at 8:30 am.