

Kalaheo High School Foundation
ANNUAL BOARD MEETING
Centre Court Restaurant, Executive Centre, 1088 Bishop Street
November 20, 1993

Meeting Minutes

Board members present: Suzy Churchill, Sharon Ehrhorn, Beth Fincke, Jim Hasselman, Peggy Jenkins, Debbie Schatz, Karen Muronaka, Martha Robertson, Sandi Schneiderman, Bruce Voss, and Tim Walker.

The meeting was called to order at 6:30 pm by Suzy Churchill.

Minutes: The minutes of the last meeting were approved as amended:

1. Foundation folders were distributed to those present
2. The mission statement was not quite finished.

Old Business:

1. Foundation folders were handed out to those not present at the previous meeting. Members were asked to be on the lookout for ideas and articles particularly having to do with businesses in partnership with schools.
2. The brochure is finished! We owe many thanks to Martha Robertson, Dick Burson, Roy Tory, and Debbie Schatz. 2000 were printed at a cost of \$300 on 100% recycled paper.
3. MSP (Jenkins/Voss) Resolved, that in combination of two, the president, vice-presidents, secretary and treasurer of this Corporation are authorized, on behalf of this Corporation and in its name, to sign bank checks and drafts for the withdrawal of funds, drawn on Bank of Hawaii as a depository of this Corporation, and to endorse and accepts checks, drafts, notes and other paper payable to or by this Corporation, and to enter into agreements with said Bank relative to the bank account of this Corporation in said Bank.

Further resolved, that Bank of Hawaii be and it hereby is authorized to honor, receive, certify or pay any instrument signed in accordance with the foregoing Resolution even though drawn or endorsed to the order of the person signing the same, or tendered in payment of his individual obligation, or for deposit to his personal account, or tendered for cashing, and said Bank shall have no obligation to inquire as to the circumstances of issuance, use or disposition of such instrument or application of the proceeds thereof.

Further resolved, that the foregoing Resolution shall remain in full force and effect until written notice of their amendment or revocation shall have been received by said Bank.

Further resolved, that the treasurer is hereby authorized and directed to deliver a certified copy of foregoing Resolution to said Bank.

4. Objectives and strategies will be worked on at a meeting in the Kalaheo High School Workroom on Saturday, November 20, 1993 at 8:30 am.
5. Brochures will be mailed to all on the database. Media announcements to raise community awareness will be sent out at the same time. The target date is January 15, 1994. The media committee is to consist of Bruce Voss, Peggy Jenkins, Martha Robertson, and Suzy Churchill. They will oversee a press release and follow-up, Peggy will look into a function at Studebaker's to coordinate with the mail out.

New Business:

1. Paula Ress will be asked to handle the receiving, recording, depositing of funds, sending out of letters of acknowledgement, and sending a record of receipts to the treasurer. We need to get the database from Winston Sakurai. Peggy will check on the IRS requirement for letters of acknowledgement.
2. For future meetings we need to work on the following: Calendar, timeline, marketing strategy, public relations, media approach, corporate/business strategy, and invite business and community leaders to participate. Possible people to ask are Mike McKenna, Rich Dahl, Bill Butz, Michael W. Perry, and Bill Speed.

Meeting Adjourned at 8:00 PM

Respectfully submitted,
Sarah E. Fincke, Secretary