

**Kalaheo High School Foundation
BOARD MEETING
November 12, 1998 at Oahu Country Club**

Meeting Minutes

Board members present: Suzy Churchill, Sharon Ehrhorn, Bethanne Enoki, Beth Fincke, Meg Gammon, April Inouye, Wade Nakashima, Paula Ress, Martha Robertson

The meeting was called to order at 4:00 pm.

Old Business:

- 1. No minutes from the last 2 meetings.**
- 2. Recap from flip chart notes**
- 3. Alumni Golf Tournament on 10/3/1998.**
 - Dozen alumni out of 50 golfers
 - Profit of approximately \$1500
- 4. Make a Difference Day event on 10/24/1998**
 - Painted woodshop/ROTC building
 - Some paint was donated

New Business:

- 1. Alumni Chicken Sale at KHS on 2/6/1999**
 - Craft fair also to take place. Coordinated by Arlene Young (Moana Hotel liason)
 - Looking at school clubs to sell tickets and we'll share profits (\$2.00 to club, \$1.75 to foundation)
 - April will coordinate with clubs.
 - Wade already recruited workers to cook chicken.
- 2. Luau on 5/29/1999**
 - Down payment made on food. To be held in gym and café, depending on the number of people attending.
 - James Akau is the caterer.
 - Need to continue meeting to iron out set up, tables, decorations, entertainment.
 - Kay Johnson (student government) to assist with decorations.
 - Time set for 11am-4pm. Gym for the entertainment, café if people don't care to listen to music.
- 3. Discussion on the investment of Foundation funds.** Endowment (or \$25,000), possible investment to earn higher interest.
- 4. Board of Community Members**
 - Consideration in change of community members previously recommended (i.e. Mike McKenna). Continue to consider Michael W. Perry.
 - Recommended consideration of Dr. Moss Ikeda (formers KHS principal) to the Board.

- Martha touched bases with Dr. Ikeda, and he would be interested and willing.
- Induction to occur at 4/1999 Annual Meeting.

5. Alumni Hall of Fame

- Bethanne to coordinate the project. She will gather information on other schools' Hall of Fames.
- Discussion regarding location, criteria for nomination, how to recognize (i.e. pictures, plaques, stepping stones, stars in cement).
- First induction to occur at the 25th Anniversary Luau.
- Bethanne to provide draft of Hall of Fame information within a month or two.

6. Grants

- Bethanne to keep in contact with Andrea Kitaoka.
- No news to report. Need to discuss further with Andrea.

7. Membership

- What about lifetime memberships? Good to consider at the time of the 25th Anniversary.
- Discussion of a "one time Anniversary" contribution of \$250 with some sort of recognition (i.e. plaque/giving tree sign/pin/ribbon).

8. Spring Newsletter

- Need to announce upcoming events (i.e. chicken sale, Luau)
- Special 25th Anniversary contributions
- Recognition of those who contributed the \$250.

9. Grant application from Tori Toles

- Reviewd prior gifts given to teachers from the Foundation. \$1000 to Risograph machine, telephone lines, computer printer.
- Reviewed grant application submitted by Tori.
- Need to consider gift for students/school benefit, not solely the teachers.
- Newsletter to also encourage contributions to school from the Foundation explaining the gift's benefit to the school and also the decision for the endowment.
- Request for grant applications by January 15, 1999. Gift to be issued by SY 1999-2000.
- Martha to create cover letter to attach to Grant Application and send around to group for approval.

10. Foundation Goal

- Goal of \$25,000 in account to be met by July, 1999.
- Suzy to follow up with Castle Foundation for grant monies.

Meeting Adjourned at 5:30 pm

Respectfully submitted,
April Inouye