

**Kalaheo High School Foundation  
BOARD MEETING  
November 16, 2000, at Oahu Country Club**

**Meeting Minutes**

**Board members present:** Suzy Churchill, Jim Hasselman, April Inouye, Karen Kanda, Wade Nakashima, Paula Ress, Martha Robertson, Bruce Voss.

**Call to Order and Minutes:** The meeting was called to order by Suzy Churchill at 4:37 pm. The minutes of the September 20, 2000, meeting were reviewed and approved as is.

**Old Business:**

1. **Newsletter:** The latest newsletter was mailed in November 2000. ASK students assisted with collation, and PCNC Meg Gammon assisted with the mailing. Membership donations were subsequently received. The next newsletter will be timed for March/April 2001.
2. **Grants:** A grant request for a small copier was submitted by College-Career Counselor April Inouye. Paula moved, Bruce seconded and the Board approved the motion to grant up to \$500 for a College-Career Center copier. April abstained from voting. The question was raised about why more teachers aren't submitting requests. Martha responded that a math teacher and ROTC were considering grant requests in the Spring.
3. **Continuing/New Board Members:** Suzy will follow up by contacting Guy Jennings and Michael W. Perry and report at the next meeting.
4. **Alumni Honor Awards:** Martha submitted a list of possible nominees from correspondence received. Additionally, April nominated Peggie Tester. The event/venue to recognize the nominee(s) would be the All-Alumni Picnic in Aug 19 2001 at Kailua Beach. We need to create/suggest ways for alumni to "give back" to Kalaheo when they live off island. Martha and April will write a follow up contact letter to all nominees, requesting additional information. Responses will be discussed at the next meeting.
5. **Web site:** School tech coordinator Bobby Duque was approached by Wade Nakashima, Jim Schlosser, April Inouye and Martha Robertson regarding the alumni web page. According to Wade, the PTSA is also discussing the possibility of a web page. The Board discussed how can we integrate school/PTSA/alumni page utilizing the same resources? Bobby is willing to take on the job, but does not want to generate or edit information being posted. He would transfer all information from the web page to the Kalaheo server and change the layout and the look. Karen/Martha/April will follow up with Principal Schlosser regarding the KHS web page not being regularly updated. There is a concern that the same will happen with the alumni page. The Board discussed expectations regarding the maintenance of the school web page, who is working on it, etc. Further discussion was tabled until the next meeting in Spring, after the meeting with Principal Schlosser.

**6. Treasurer's Report:**

- Jim Hasselman's report was published in the last newsletter.
  - Total balance is \$32,671.23 in CD, Money Market, and checking funds.
  - Jim H. presented a summary of selected funds—Vanguard, Pacific Capital and others. All are no load funds. The Board discussed the initial endowment (\$25,000) plus interest gained to be invested in one or more mutual funds. Grants and expenses will then be covered by new contributions and fundraisers. Jim H. recommended investing into various funds within a family of funds so it will be easier to move money around. The Board agreed to have Jim invest \$25,000 in the Vanguard family of funds due to variety of options, flexibility and low fees. \$15,000 is tied up until CD matures in August 2001. A subcommittee of Jim, Bruce, and Wade was established to recommend selected funds and will present best options to the Board.
- 7. Facilities Expansion:** Suzy reported that Clint Churchill and Principal Schlosser have discussed this project and will meet with community members Fred Hemmings and Bob Hogue.
- 8. Courtyard Improvements:** Paula reported they are still working on it.
- 9. Principal's Reception:** Karen reported that the specific date in May 2001 has not been decided. Food is arranged, and program is being arranged. Karen and Martha are working on finding someone to arrange a senior slide show for the event. There was discussion of the distinguished alumni to be invited to the event.
- 10. Time Capsule:** Martha reported that she spoke with ASK Advisor Rita Kalaukoa who then spoke with former Head Custodian Mr. Kohatsu regarding the location of the time capsule. Mr. Kohatsu and shop teacher Mr. Hirata will unbury it. ASK students recommended that we open it in conjunction with Basketball Homecoming on January 31, 2001. The theme of Homecoming is "Once Upon a Time." Former Principal Rosemarie Warriner needs to be invited since the capsule was buried during her tenure. ASK will continue to work on this project.
- 11. Fundraising:** Wade proposed a fundraiser to increase the number of computers on campus. According to the local newspaper, Kalaheo has the lowest student-computer ratio. Wade will coordinate this project and also work with PTSA on this.

**Next meeting:** February 15, 2001 at 7:00 pm in the KHS teacher workroom.

**Meeting Adjourned:** 6:10 pm

Respectfully submitted,  
April Inouye