

Kalaheo High School Foundation
ANNUAL MEETING
4/28/05, Oahu Country Club, Downstairs Lanai

Meeting Minutes

Board members present: Wade Nakashima, Suzy Churchill, Paula Ress, Karen Kanda, Martha Robertson, Steven Loretero.

Board members absent: Jim Hasselman, Bruce Voss, Margaret Peebles, Dr. James L. Schlosser.

Also present: Alex Ress, April Inouye

1. **Call to Order and Minutes:** The meeting was called to order by President Wade Nakashima at 5:25 pm. The minutes of the June 25, 2003 meeting were briefly reviewed. The minutes of a subsequent meeting were unavailable.
2. **Election of Officers :** Wade presented the proposed slate of officers and board members for 2005-2006: President Steven Loretero, Vice President Alex Ress, Corresponding Secretary Paula Ress, Board Members Wade Nakashima, Suzy Churchill, Karen Kanda, Martha Robertson, Dr. James L. Schlosser. There were no changes or additions and no volunteers for recording secretary. The proposed slate was unanimously elected. Board members will rotate as recording secretary. Newly-elected President Steven Loretero conducted the remainder of the meeting.
3. **Reports:**
 - **Financial:** Treasurer Jim Hasselman was unable to attend and will submit the 2004 financial report at the earliest opportunity. A question was raised about whether our fiscal year could be changed to the calendar year. This matter will be discussed with the treasurer.
 - **Newsletter:** Editor Martha Robertson reported that the December 2004 bulk mailing of 936 newsletters cost \$147.34. Foreign postage and returned mail expenses totaled \$39.62. Newsletters are also distributed to all Kalaheo faculty and staff. As a result of this newsletter, \$942 has so far been received. Although we strive for spring/summer and fall/winter editions, two issues a year are often difficult to produce. Newsletters can also be accessed on our web site. Steven hopes to figure out how to deliver most of our newsletters electronically, saving printing and mailing expenses.
 - **Reunion:** Steven reported that past and upcoming reunion information is posted on our web site. April Inouye reported that her 1985 class will have three events; the committee is headed by Celeste Gonzales. Melissa Laudise of the 1995 class has been in touch with Martha about three events, one a luau in the Kalaheo gym. Because there are many leftover 1995 yearbooks in the Kalaheo Library storage, they will be offered to members of the class for a \$20 donation to the Foundation.

- **Web site:** Webmaster Steven Loretero reports 671 active alumni registered at the site. In addition to PayPal, he is exploring another online payment option, My Check Free. Goals include maintaining the Foundation's database maintained on the web site and setting up annual PayPal deductions. PayPal will be taken down for revision over the summer.

4. Old Business:

- **Alumni Honor Awards:** The board discussed past and future awards, a revised nomination form and future recipients. Board members agreed that the awards will continue, not necessarily annually, if there are worthy recipients. The lack of recipients' photographs has delayed the on-campus display of honored alumni.
- **Annual Homecoming Event:** Instead of an event connected with Fall Homecoming, Wade suggest a Memorial Day weekend (Sunday) event for alumni, teachers, retirees and others leaving the school. Wade will undertake the planning of this event for May 2006.
- **Kailua Fourth of July Parade:** Board members agree that Kalaheo should participate in this annual event. The entry fee is \$25.00. The theme this year is "Honoring America's Heroes." The goal is to have alumni in charge of Kalaheo's entry in their reunion years. Steven will get in touch with reunion organizers for 1985 and 1995 classes, as well as the Mustang auto club. Alex Ress offered to help enlist parade participants. We discussed collecting names of alumni who are on active duty in the military and recognized them in some way. The Kalaheo Foundation banner would also be displayed. The involvement of current Kalaheo students was also discussed, but it is difficult to organize student activities during the summer.
- **Kailua Town Party:** The board also feels we need to be involved in this successful annual event. Paula Ress, a member of the LaniKailua Outdoor Circle which sponsors the event, will explore how we might participate in 2006 – sharing a booth with Kailua High, selling food, etc.

5. New Business:

- **Grant Request:** Martha presented a grant request from the teacher/advisor of the Expository Writing class for partial funding of a literary magazine. The grant requested \$200 of the projected \$1000 printing cost. Given that \$400 of the printing cost is not yet guaranteed but dependent on sales and other income, the board agreed to grant \$200 and, should there be a shortfall, provide an additional \$200 for a total not to exceed \$400. The grant will stipulate that the Foundation be acknowledged in the publication and include our web address.
- **President's Agenda:** Steven's major goal is to increase membership, including automatic donations. Steven presented and the board discussed non-profit organizational license plates which will result in annual Foundation donations when the licenses are renewed. A minimum of 150 sets of plates need to be ordered. The board agreed that Steven should pursue this project. The board provided feedback on several draft designs and agreed that we would like to see

the school return to using the official school crest, part of which depicts mustangs, instead of the public domain, clip art mustang graphic which appears at the athletic field, in the gym, and on classroom buildings. Steven will continue to work on the Foundation's license plate graphic.

- **Alumni Involvement:** Suzy Churchill- former Kalaheo parent, the Foundation's first president and still a board member—noted the need for more alumni involvement, praised the new president's enthusiasm, and expressed the hope that talented alumni will assume the ongoing responsibilities of long-time school/community board members. Steven mentioned he has someone in mind to oversee the newsletter.

Next meeting: August or September 2005

Adjourned: 6:55 pm

Respectfully submitted,

Martha L. Robertson
Acting Recording Secretary