

**Kalaheo High School Foundation
BOARD MEETING
October 4, 2005, at Kalaheo High School Teachers' Workroom**

Meeting Minutes

Call to Order: The Kalaheo High School Foundation Board meeting was called to order by President Steve Loretero at 7:00 pm on Tuesday, October 4, 2005, in the library workroom of Kalaheo High School. Present at the meeting in addition to President Loretero were Wade Nakashima, Martha Robertson, James Schlosser and Karen Kanda.

Approval of Minutes: The minutes of the last meeting on April 28, 2005 at Oahu Country Club were read and approved.

Treasurer's Report: Although Treasurer Jim Hasselman was not present, he had submitted a financial status report. The checking account balance as of July 31, 2005, was \$19,810.00. The TCD (90 day) balance as of meeting date was \$20,000.00. The Vanguard Mutual Fund balance as of meeting date was 500 Index Fund \$5264.00, the Asset Allocation Fund \$6070.00 and the Growth and Income Fund \$5566.00 for a grand total of \$56,710.00.

Old Business

1. **The State of Hawaii vehicle license plate program promotion:** The program has generated limited interest. Only 6 parents signed up at the Open House night. Steve is planning to include a flyer in the parents' newsletter. He was directed to get in touch with PCNC Meg Gammon to include it in the November newsletter.
2. **Memorial tree:** Martha Robertson had earlier reminded Steve that the tree planted in memory of Christine Snyder, Kalaheo alumni who died in the UA flight 93 in Pennsylvania on September 11, 2001, still did not have a name plaque. A decision was made for the Foundation to research cost and placement. Suggestions included a circular rock wall with an imbedded plaque, a decorative rock with imbedded words, a metal plate or even a bench. Wade Nakashima and Steve Loretero volunteered to follow up with ideas and cost factors.
3. **Kailua Fourth of July Parade:** Steve was concerned at the lackluster response for participation in the 4th of July parade in Kailua. The Foundation felt that participation is important for public relations and name recognition. It is also a way for the Foundation to draw in more members. Steve would like to see the three classes holding reunions this year (Class of 1976, 1986, 1996) to participate and represent the school. Wade will try to encourage his class to participate. Schlosser would speak to SAC Richard Lau and NJROTC Commander Hank Van Oss to encourage student participation for next year.

New Business

1. Foundation Web Site

- a) The Web site has been redesigned. There are several new features: (1) improved search in the eRegistry, (2) new comments section in the members profile so people

can see what they have been up to, (3) setup automatic renewal of membership, (4) make online contributions and (5) inclusion of all newsletters, board meeting minutes, grants and projects. Next project is reunion registry in which the classes would be able to use the site to announce, plan, manage and register for reunions.

- b) The domain name 'kalaheofoundation.org' is set to expire in October 2006. It was moved and seconded that the renewal fee of \$99.95 for 5 years be paid.
- c) There has been a change of web hosts. Pacific Light Net, aka aloha.net, was not providing satisfactory services according to our webmaster Steve Loretero. Thus, he searched for other web hosts and selected Maui.net who offered a package which was \$10.00 less per month than aloha.net. So Steve made an executive decision to pay the \$50.00 setup fee and moved our web host to Maui.net.

2. **Foundation Focus:** Steve Loretero felt the Foundation needs a focus, a substantial project to draw in a broader membership and encourage participation. Discussion of the pros and cons and the founding philosophy of the Foundation followed. It was suggested by James Schlosser that the Foundation research and use a consulting service to create a roadmap for the Foundation. He suggested an inquiry with the Hawaii Community Foundation. Martha Robertson said she would check with community board member Suzy Churchill for information. Agreement was reached that the Foundation needs to focus on name recognition and notable alumni. It was felt that the Foundation is relatively young compared to other schools and that it would take several generations and a deeper alumni pool to reach a desired monetary and name recognition level.
3. **Alumni Luau:** Wade Nakashima is planning an Alumni Luau for May. The program would include recognition of notable alumni and retiring faculty and staff.
4. **Alumni at Homecoming:** There was a suggestion for Kalaheo Alumni to man a booth or sign up station at the Kalaheo Homecoming Football game on Saturday, October 15, 2005. Karen Kanda would be at the front gate and could steer alumni to the correct area/person to sign up.
5. **Foundation Meetings:** There was a proposal for the Foundation to meet four (4) times a year. It was agreed this was a good idea. Next meeting date was set for Tuesday, January 10, 2006.

Adjournment: Meeting was adjourned by President Steve Loretero at 9:00 pm.

Respectfully submitted,
Karen S.M. Kanda, Designated Recorder