

South Houston High School Alumni Association

Board of Directors Meeting Minutes

October 10, 2023; 5:30 PM – 6:30 PM

The Board of Directors (the “Board”) of the South Houston High School Alumni Association (the “Association”) met at South Houston High School on October 10, 2023 at South Houston High School campus.

Present and forming a quorum were:

Absent were:

Bob Steubing
Al Carter
Ricki Willoughby
Luci Fuller
Herman Munster

Wayne Adams
Pam Jones
Bruce Summers
Neal Cooper
Claudia Lively

Robert Marquez
Jose Rosales
Herman Williams

Also attending: Gayle Holder

Wayne Adams called the meeting to order.

Minutes were unanimously approved upon motion made by Herman Munster and seconded by Neal Cooper.

Bob Steubing presented the Financial Report for the period ending September 2023. Bob also announced that he would be stepping down from the Treasurer position at the end of the year to pursue other goals.

Ricki Willoughby indicated that website updates would be deferred to the next meeting in order to spend more time discussing the plans for content and fund raising. Ricki also gave a brief review of the use of the Square reader and account during the impending Homecoming event.

Al Carter asked what questions the Board Members had regarding the setup of the Homecoming events on Friday, October 13, 2023. Al stated that badges had been prepared for the Board members and known attendees and VIP District representatives attending the Hall of Honor induction ceremony. Al also shared that, unfortunately, Diane Stafford would be unable to attend the induction ceremony due to illness. Ms. Stafford’s award would be accepted by an alternate representative and forwarded to her after Homecoming.

Wayne Adams reviewed the procedure for setup the afternoon prior to Homecoming. Tables would be set up in the Reinarz Conference center with tablecloths and floral arrangements. Wayne, Herman, and Bob would have a table dedicated to signing in and providing badges to classmates as well as offering memorabilia for sale. Wayne further stated that the SHHS Culinary Arts students would be providing a private luncheon for the inductees and their families, followed by dessert and punch after the presentation.

Wayne discussed the fund-raising options, indicating that it has become necessary to increase the cost of fulfilling commemorative brick orders to \$65. An updated form will be provided for classmates who want to purchase a brick at Homecoming. Wayne also presented the Board with an option to purchase Alumni branded table covers. The vendor would provide customized table covers at two (2) for \$270. Upon motion made by Herman Munster and seconded by Bob Steubing, the Board unanimously approved the purchase of the custom table covers.

Luci Fuller inquired about how much money had been raised at previous Homecoming events. Wayne Adams stated that the inability to take payments by credit card had been a barrier to effective fund raising at the Homecoming events. However, he anticipated that being able to utilize Square to take credit card or debit card payments would improve fund raising efforts at the upcoming event.

Wayne Adams stated that the next Board meeting would be on Tuesday, November 14, 2023 at Qualified Properties. Upon motion made by Neal Cooper and seconded by Herman Munster, the Board unanimously voted to adjourn at 6:03 pm.