South Houston High School Alumni Association

Board of Directors Meeting Minutes

June 13, 2023; 5:30 PM – 7:00 PM

The Board of Directors (the "Board") of the South Houston High School Alumni Association (the "Association"} met at South Houston High School on the 13th day of June 2023 at Qualified Properties.

Present and forming a quorum were:		Absent were:
Bob Steubing	Wayne Adams	Pam Farmer
Jose Rosales	Al Carter	
Herman Williams	Pam Jones	
Ricki Long Willoughby	Bruce Summers	
Robert Marquez	Claudia Lively	
Johnny Fusilier	Neal Cooper	
Herman Munster		

Also in attendance were Principal Andrea Wenke and Assistant Principal Aaron Smith representing South Houston High School administration.

Wayne Adams called the meeting to order. Upon motion made by Herman Williams and seconded by Neal Cooper, the minutes of the meeting on May 9, 2023 were approved unanimously.

In order to facilitate the schedule of Ms. Wenke and Mr. Smith, Wayne took the Homecoming agenda item out of order. The group then discussed a proposed schedule for Alumni participation in Homecoming events. Principal Wenke shared that Freshman First is scheduled for August 11, 2023 with the first school work day scheduled for August 2nd, 2023. Al requested that the Association get on the schedule with new teachers for 30 to 45 minutes. The group also discussed the logistics and timing of providing a guided tour of the Hall of History museum for incoming Freshmen on August 11th or shortly thereafter.

Aaron Smith discussed utilizing a video an introduction of Alumni history to new students with an in-person meeting later, perhaps scheduling a tour before lunch on August 4, 2023. The Board agreed that the Alumni Association could support in person meetings after the beginning of the year. Al Carter also mentioned that the Class of 1983 has requested that museum tours be made available on September 22, 2023 in concert with their 50th reunion activities. The Board discussed the timing of development and delivery of a video history of the school, settling on sometime in September.

The group then moved on to discussing the specific scheduling of events for Homecoming Day, October 13, 2023. Ms. Wenke and Mr. Smith mentioned that the school would most likely be subject to a safety audit by the State agency this year. Therefore, relatively strict requirements would necessary be in place for visitors to register and be identified while on school grounds. Aaron Smith mentioned that tours of the school might be best scheduled around the bell schedule and the Board requested a copy of the bell schedule when available.

Al Carter then mentioned purchasing stand offs for the class panorama photographs in the hall near the museum. Principal Wenke indicated she would need to consult the budget before making any commitment on behalf of the school.

Wayne Adams said that he has arranged with the instructor for the Culinary Arts program to provide desserts for the Alumni reception which would most likely be in the Reinartz Conference Center.

Aaron Smith responded to questions regarding a parade on Homecoming Day, whether or not there would be an Alumni Booth at Red Rally on Wednesday previous to Homecoming as well as a bonfire. The group further discussed setting up tables for pre-registration and sale of Alumni promotional items.

Al Carter indicated that we might ask the Alumni Twirlers to perform at the football game as well as the timing and location of the presentation of the Hall of Honor inductees for 2023, suggesting the 50 yard line. Ms. Wenke and Mr. Smith indicated they would need to discuss those logistics with Rupert Jasso. Neal Cooper mentioned that the Alumni Choir could be involved at the football game and might be able to participate by singing a song or two.

Robert Marquez arrived at the meeting.

Wayne Adams provided the President's Report. Wayne passed out a flyer announcing a "Fill the Bus" school supply campaign occurring through July 31, 2023 that includes a list of needed supplies. Supplies can be dropped off at the Pasadena Convention Center or facilitated by ordering through Amazon registry. Monetary donations can be made as check by mail or online with a QR code provided to assist with that effort.

Wayne then discussed establishing an Advisory Board consisting of non-voting members who could be called upon to support activities and projects. The Advisory Board members would not be required to attend all the Board meetings but would be available to provide resources for promoting and supporting the activities of the Alumni Association. Upon motion made by Wayne Adams and seconded by Al Carter, the motion passed with Robert Marquez voting nay.

Bob Steubing then presented the financial report, copy of which is included with these minutes. Upon motion made by Herman Williams and seconded by Neal Cooper, the financial report was approved.

Herman Williams discussed candidate nominations to fill the remaining Board position. Al Carter recommended Luci Marez Fuller, Class of 1983. Upon motion made by Al Carter and seconded by Bob Steubing, the appointment of Luci Marez Fuller was approved by unanimous vote. Wayne Adams then presented a Candidate Nominating form for use in vetting future candidates for Board memberships or inclusion on the Advisory Board.

Ricki Willoughby then presented the option of utilizing GoDaddy as the host for the Alumni Association's new website. Ricki presented an estimate of cost based on information from the host website. She recommended terminating services with Constant Contact at the end of its current contract period and establishing an account with GoDaddy to secure the domain name shhsalumni.org and begin setting up the rough outlines of the website. Upon motion made by Ricki Willoughby and seconded by Jose Rosales and Robert Marquez, the Board approved the cancellation of Constant Contact and the establishment of a GoDaddy hosted website.

Herman Williams presented the status of the commemorative brick orders. Currently there are 24 bricks on order. Herman indicated that it would be necessary to establish a June 30, 2023 deadline to submit and order and payment for a commemorative brick in order to ensure that it can be placed prior to Homecoming in October. Herman has also been in contact with school maintenance to alert them to the upcoming project.

Herman also requested that the Board renew consideration of a project that had been shelved previously to place shade sails in the outdoor patio area at the front of the school. Herman has requested updated pricing for the project.

Bob Steubing then reviewed the updates to the Bylaws that had been made and reviewed by the Bylaw committee. There was discussion and clarification on a number of the items. Upon motion made by Pam Jones and seconded by Herman Williams, the Board approved the updated Bylaws unanimously.

Wayne Adams asked that the Board members give thought to establishing various committees such as fund raising, museum enhancement, etc.

Al Carter followed up on his recommendation to raise funds by offering a $100 sponsorship to members of each class whose class panorama appears in the Hall of Honor. So far, the classes of 1964, 1965 and 1968 have received sponsorship funds. Al requested permission to promote the sponsorship program on Facebook. Al further reviewed the proposed splitting of funds obtained through the program with $500 going to the Alumni Association general fund and 50% of remaining funds raised going toward maintenance and improvements in the museum.

Upon motion made by Robert Marquez and seconded by Herman Williams, the meeting adjourned.