

CANYON HILLS

FOUNDATION

October 12th, 2022 – 6:30pm
Canyon Hills High School Media Center

Annual Board Meeting Agenda

Present: A. Bourda, R. Bourda, L. Cauley, M. Clark, J. Fencl, L. Fogg, K. Hepburn, L. Johnson, L. Larranaga-Britt, L. Malave, J. Pisapia, D. Rhodes, E. Renfree, L. Saward, J. Waggoner, L. Witte

6:31 CALL TO ORDER AND WELCOME

- Annual Meeting of Board of Directors (see attached list)
- Electing J. Waggoner to Executive Board as Event Coordinator - Bocce
- Discussed Scholarships

6:32 2022 - 2023 BOARD OF DIRECTORS

Hepburn

- Board of Directors – Vote
- Motion by Lynn Cauley with a second by Ryan Bourda
- New Board approved for 2022-2023 – See Attached

6:37 APPROVE MEETING MINUTES

Rhodes

- September 14th, 2022 - Vote
- Motion by M. Clark with a second by L. Larranaga-Britt
- Minutes approved

6:39 FINANCIALS

Carlson/Hepburn

- 2022 – 2023 Financial Review will be completed in November, and we will review two months
- Chase Bank Signers and Authorized Representatives – Vote
- Motion to add Kristina Hepburn, Suzanne Carlson and Leslie Britt as Authorized Representatives and signers on the Canyon Hills Foundation bank account (formerly Serra High School Foundation) at Chase bank with the last four account number of 7610 and to remove Chris Hazeltine and Mitch Gruber as signers on the account.
- Change of name came through, but we to add the Authorized Representatives for account
- Motion to approve account representatives to be Leslie Larranaga-Britt, Kristina Hepburn, Suzanne Carlson and to remove Mitch Gruber and Chris Hazeltine

- They will be on the new paperwork and accounts with the new name as authorized representatives (see attached motion)
- Motion to approve change authorized representative by Leslie Fogg and a second by Myda Clark.
- Motion unanimously approved

6:43 GRANTS

Clark

- Fall Grant Cycle – Completed/Review
- Winter and Spring Grant Cycle Dates
- November 30 next grant due, after Thanksgiving Break with recommendations at December meeting
- Spring cycle will be due March 1 with recommendations on March 8th
- Grants are initially submitted to Pisapia/Renfree for initial pass
- Budget is \$5,00

6:47 FOUNDATION COMMITTEE REPORTS/ UPDATES

- Logo Wear **OPEN**
 - Going to make a simple sweatshirt and t-shirt to be used as a fundraiser during Open House or Back to School...
 - We will buy in bulk and work with the brand book and logo
- Membership Britt
 - Still trickling in
 - Currently about 100 members
 - We have made approximately \$9,000, which is about average
 - Checks will be deposited on the 14th when paperwork changes are cleared
- Scholarships – 2001 – 2022 Review Elkern/Hepburn
 - End of the year application
 - Denominational range of \$150 - \$500
 - Reviewed thank you letters from recipients
 - Five parents on committee and may not have seniors
- Snack Bar – Chase Bank Signers and Authorized Reps - **Vote** Fencl
 - Foundation Runs with Football Boosters the Snack Bar and split it.
 - Motion to add Kristina Hepburn, Leslie Britt and Suzanne Carlson as Authorized Representatives and signers on the Canyon Hills Foundation – Snack Bar bank account (formerly Serra High School Foundation – Snack Bar) at Chase Bank with the last four account number of 7628 and to remove Chris Hazeltine and Mitch Gruber as signers on the account.
 - Motion made by Kim Bourda with a second by Leslie Fogg
 - Motion unanimously approved
 - Jen Fencl is Snack Bar Coordinator
 - There should be 2 adults on both sides with students supporting, emails will be sent out for additional support
 - It is going well; the grills and pizza bring in extra money.

- Last game about \$3,000 was brought in
 - Key Club and ROTC can get their community service/volunteer hours met by supporting the snack bar
 - We are leaning on different teams/sports to help fill the snack bar
- New System to Replace Tierra Times **OPEN**
 - Last issue went out and included articles about Bocce and runner up, as well as the scholarships
 - Tierrasanta Foundation and Women's Club is trying to figure out a digital forum to get information out. More information to come
- Website **Hepburn**
 - Contact A. Phillips
 - Grant information is on the site
 - Scholarship information will go to her
- School Booster Reports/Updates/Dates
 - Middle School Track Meet was held at the field using the snack bar, which brought in about \$450 with 14 different middle schools participating
 - On October 29th there will be 28 teams at the next track meet

NEW FOUNDATION BUSINESS / ROUND TABLE ITEMS

- We will continue with in person meetings

7:10 NEXT MEETING

- Wednesday, November 9th, 2022 – 6:30pm

7:10 CALL TO ADJOURN

- Motion to adjourn by K. Hepburn with a second by J. Wagoner, meeting was adjourned

Motion to add Kristina Hepburn, Suzanne Carlson and Leslie Britt as Authorized Representatives and signers on the Canyon Hills Foundation bank account (formerly Serra High School Foundation) at Chase bank with the last four account number of 7610 and to remove Chris Hazeltine and Mitch Gruber as signers on the account.

Motion to add Jennifer Fencil, Kristina Hepburn and Suzanne Carlson as Authorized Representatives and signers on the Canyon Hills Foundation – Snack Bar (formerly Serra High School Foundation – Snack Bar) at Chase Bank with the last four account number of 7628 and to remove Chris Hazeltine and Mitch Gruber as signers on the account.