

**Serra High School Foundation**  
**November 3, 2021 – 6:30pm ZOOM**  
**Board Meeting Minutes**

**Present** S. Bever, Y. Blease-Moore, A. Bull, S., Carlson, K. Davis, J. Elkern, D. Fingleton, L. Fogg, K. Hepburn, K. Langenderfer, L. Larranaga-Britt, J. Moxley, A. Phillips, E. Renfree, D. Rhodes, T. Ruhe, L. Seward, M. Shibley, J. Waggoner

**6:43 CALL TO ORDER** K. Hepburn

**6:45 2020 -2021 BOARD OF DIRECTORS** K. Hepburn

- First meeting with new board, 18 on the Board of Directors, need 6 for a quorum (Board Members may be changed anytime, if you plan to resign, email K. Hepburn, but if you would like to be added, one may be voted in at a meeting).

**6:46 APPROVE MEETING MINUTES October 6th, 2021** D. Rhodes

- Motion to approve S. Carlson with a second by J. Moxley – motion approved.

**6:47 FINANCIALS 2020-1** S. Carlson

- Financial Review (please see attached Excel document)
- As of October 31, balance is \$70,256.39 with Hospitality numbers not changed
- Spring Grants to be paid \$3,508.24
- Bocce raised \$9,378.83
- Total income for the year is \$18,359.49 and to date we are doing better than last year by approximately \$2,637.20

**6:51 GRANTS** K. Hepburn

- Winter Grants coming up Nov. 17
- Dec. 7 will meet to vote as a committee, Dec. 8 will meet to vote with quorum for the Board, meeting was pushed back a week because of the quick turnaround from the holiday.
- Thank you note and picture from Women's Soccer
- Thank you from water polo – CIF champs

## 6:58 FOUNDATION COMMITTEE REPORTS/ UPDATES

- Logo wear J. Elkern  
Need logo for Foundation, needs approval and will start soon  
L. Saward added that there are supply chain issues  
Foundation store on hold

## 7:01 SCHOOL UPDATES/REPORTS (technical difficulty, typed in chat)

E. Renfree

800 kids at the dance that included a haunted house  
Principal's Coffee continues Friday  
No school for Veterans Day, thank you for your service  
Vape detectors going in bathroom in January  
Teachers exhausted and kids seem to be having more emotional regulation issues than in the past years, trying to keep morale up with little gifts and positive attitude.  
Soccer and basketball coaches have been hired and are going through paperwork process.  
School store open, buy some swag.  
85% of Freshman are on target at 6 weeks for graduation, which is a significant increase, but we still would like it to be 905.  
CHHAs is an all-around fun place to be

## 7:05 FOUNDATION COMMITTEE REPORTS/ UPDATES (continued)

- Hospitality K. Hepburn-M. Shibley  
Ideas for holiday season – gift cards, still 32 left over from last year, could also be used for staff appreciation lunch as well.  
There are about 120 on staff  
Ideas included succulent with gift card, perhaps from Trader Joe  
Budget approximately \$500
- Membership L. Britt  
Is the same with another memo coming soon  
Give away items - clings, but we still need a logo which is in process

- TierraTimes K. Hepburn  
Sandra wrote Bocce article  
We still need a person for TierraTimes, which has 6 issues a year now  
Need a grant article, bocce article, scholarship article and who received it  
Anyone can volunteer to write and does not have to be a Board member  
Position open and very important for communication
- Website A. Phillips  
Current and up to date
- Foundation Reports K. Hepburn  
Scholarship Committee getting prepared for next month
- Future Fundraisers K. Hepburn  
Ideas included virtual run, we need one that is just Foundation, because we are all juggling between different groups. Bocce and AmazonSmile continue to be key  
Ideas can be emailed to S. Bever

**7:20 NEW FOUNDATION BUSINESS/ROUNDTABLE**

- Booster Update/Committees K. Hepburn  
General Booster meeting will be November 10th.  
Trying to have guidelines with a more streamlined process, so we are all on the same page Willis will be in charge and will keep a Google Document with a possible Booster Liaison, because many Boosters have no idea of the process and expectations. A liaison would be able to help them understand (the process, taxes, EIN...., and appropriate way to file items...).
- We currently need information on when meetings are, who is the contact/president to help streamline for the school and those involved

**7:26 NEXT MEETING**

- Wednesday, December 8, 2021, at 6:30 on Zoom

**7:27 CALL TO ADJOURN**