

CANYON CREST ACADEMY FOUNDATION BOARD MEETING MINUTES

– AUGUST 26, 2008 –

PRESENT:

Mark Mimnaugh
Ted Thompson
Beth Broussalian
Uschi Goldman Crouch
Donna Wolosin
Dawn Lawson
Ellen Mitgang
Shan McClure
Annette Farabaugh
Paula Goodfellow

Brian Köhn
Laurie Doyle
Jeff Thomas
Kim Filanc
Janet Ernst
Larry Scott
Russ Zorn
Bob Nascenzi
Josh Feder

ABSENT:

None

1.0 COFFEE

2.0 CALL TO ORDER

The meeting was called to order by Board President Mark Mimnaugh at 7:35 AM.

3.0 PRESIDENT'S REPORT

Budget Committee met two weeks ago.

Mark reviewed the budget. The budget reflects a 12% increase in direct donations for 2008.

Mark would like to build a buffer in revenue to be carried over to the following year.

Will use E-Blast to distribute Annual Report this year, and this will result in cost savings.

Mark pointed out that our biggest fundraising challenge is how we communicate with the parents, and getting parents to listen to us.

4.0 APPROVAL OF MEETING MINUTES

No minutes to approve.

5.0 TREASURER'S REPORT

Russ reported on the proposed 08/09 budget for the Foundation has \$809,104.

Expenses projected at \$733,950 and net income at \$55,124.

Balance Sheet reflects \$280,000 in cash. Some cash is restricted for capital projects.

In the statement of Account, program expenses should be deleted, and put into restricted funds

A motion was made to approve budget, seconded, and passed. One abstention; Beth Broussalian.

6.0 SITE COUNCIL

Donna will send Treasurer Report to Mark. We need an additional person on Site Council.

7.0 PRINCIPAL'S REPORT

As you know, we have a new superintendent. He is looking at the test data in an effort to improve test results. CCA rank very high in its testing scores but the State is issuing new targets. Having high scores will not be good enough anymore, improvement will be expected. The site council will take on a significant role in student achievement. We had the highest AP scores in the district. Pass rate was 86%.

First day of school went very well. Brian attributes that to a great CCA staff that works together. Staffing hasn't changed much. We have about 5 new teachers.

Graduation is projected to cost between \$20,000-\$25,000. The District picked up the expense this year, but they will not next year. Foundation needs to think about picking up expenses. We received great feedback from community on this year's graduation.

New website launched. We will distribute 4 electronic newsletters this year.

8.0 FUNDRAISING

Kim reported that the budget for 08/09 is \$804,000. We sent out a freshman newsletter with very successful results. We had no coverage at the Foundation table for Readiness Days. Kim reviewed the fundraising calendar for 08/09.

We will have a table at Back to School Night. All volunteers will wear red shirts and be there at 5:30. Volunteers will man the tables and hand out pledge cards. We have the money to reprint pledge cards. Need to print 1800-2000.

The golf tournament is will be held at Lomas Santa Fe. We still need more players.

9.0 VOLUNTEERS REPORT

Laurie and Ellen reported on a great readiness day. Lots of shade. We have a good volunteer list for Gala. We now have an E-script person. People seem to want to volunteer this year. We have a really great freshman group.

10.0 MARKETING REPORT

Beth Broussalian printed new Foundation letterhead. The President's welcome letter was mailed. A fact sheet with the school map will be available for Back to School Night'. It is a great tool for the board to use. 100K in 100days will run through first part of December.

The Golf Brochure is being finalized. Golf banner is done and hanging at entrance to school.

Legacy Wall names being finalized. Need to decide on date for unveiling.

We are now using Pay Pal. Looking into Costco for credit processing. Paula will look into Costco.

Looking at a decal for donors and working on redesign of logo.

11.0 ACADEMICS REPORT

Jeff reported that we are looking for a liaison for each team who is willing to be engaged in communicating the Foundation's support to each sport. We plan to have individual sport nights with parents to talk about the athletic vision. We need to communicate with parents in advance of the meetings to encourage them to be prepared to donate at the sport nights because they need to support their sports. Beth recommended sending out an e-mail blast prior to each sport night.

A motion was made for the Foundation to pay the start up registration fee (one time only) for Roller Hockey. Roller Hockey is a CIF Sport. Dawn seconded the motion and it was passed.

CCAF Special Fundraising approval request was handed out. A motion to approve special funding to acquire and install scoreboards at the track field, eastern grass field, softball fields, and baseball fields. Estimated cost \$20,000-\$40,000. Motion was seconded by Dawn and passed with the stipulation that all monies need to be available in order to go forward.

12.0 OLD BUSINESS/New Business

Need to provide Brian with a Foundation credit card for \$2500. Store valued card can be attached to B of A statement. Motion to contact B of A for a \$2500 preloaded card for Brian. Mark seconded motion. Motion passed.

Need 3 more people to volunteer for Back to School Night.

13.0 ADJOURNMENT

There being no further business to conduct, a motion to adjourn the meeting, and was seconded There was no discussion and the motion passed. The meeting was adjourned at 9:45 AM.

Date of the Next Scheduled Board Meeting: October 7, 2008 at 7:30 AM

PLEASE BE ON TIME SO THE MEETING CAN BEGIN PROMPTLY

AT ITS SCHEDULED START TIME