



Time: 12:45 pm

Date: 11-27-2012

Location: Prosperity Bank Board Room, Lynn Haven Branch

1. Call to order 12:51 pm

President ~ Marty Perrett	Present	Member at Large ~ Doug Crosby	Absent
Vice President ~ Vivienne Reilly	Absent	Member at Large ~ Jeff Farver	Absent
Treasurer ~ Lisa Thompson	Present	Member at Large ~ Rodney Friend	Absent
Secretary ~ Keri Todd	Present	Member at Large ~ Sheri Hensel	Absent
CEO ~ Dr. Tim Kitts	Present	Member at Large ~ Bill Rhodes	Present
Board Liaison ~ Tiffany Ennis	Absent	Member at Large ~ Percy Thomas	Absent
Member at Large ~ Tammi Brillard	Absent	Member at Large ~ Todd Thompson	Absent
Member at Large ~ Jerry Brown	Absent	Member at Large ~ Chuck Tucker	Absent

2. Approval of the Agenda

- Addition requested to add update by Dr. Kitts
- Motion to approve: Lisa Thompson
- Motion seconded: Dr. Kitts

3. Approval of prior meeting minutes

- Motion to approve: Dr. Kitts
- Motion seconded: Lisa

4. Financial / Treasurer Report ~ Lisa Thompson

- \$20,710.47 in the Foundation account
 - o No new deposits towards the scholarship fund have been received since the last reporting
 - o Only expenditures were for touch the dirt
- Question, have you thought of setting up different line items for the capital campaign?
 - o Marty, baseball is almost ready to start depositing money in the capital campaign
- Question, should Keri keep forwarding USAepay statements?
- Answer, yes
- Statement, we do need a way to track donations
 - o Question, are you using a software to track everything
 - o Answer, no just excel spreadsheets
 - o Question, should Lisa buy a money tracking software (quicken or QuickBooks, etc.)
 - o Answer, yes
 - o Suggestion, Dr. Kitts checking if there is an available copy of QuickBooks through the school (none available)
 - o Suggestion, QuickBooks professional system is a seamless transition and easy to print reports
 - o Question, do we have an accountant for the corporation



- Answer, all of our accountants are internal
- Suggestion, QuickBooks licenses are specific to the needs, so make sure we purchase the correct license from the start
- Suggestion, find out from our internal accountants how the program can be integrated
- Dr. Kitts, move to purchase QuickBooks pro with login capability for President, Treasurer and Bay Haven CFOs
- Lisa seconded motion
- Motion approved to purchase QuickBooks license

- Any other questions for Lisa
- Answer No

5. Fundraisers Reports / Discussion / Chair positions

- Winter Social Report ~ Vivienne Reilly
 - Lisa reported on behalf of Vivienne, previous events have been last Saturday in January
 - We need to get a date booked, sometime in February 2nd or 9th if a date has not already been booked
 - Question, do we have a location, is it still Sharky's?
 - Dr. Kitts checking with Vivienne if a location and date has been booked
- Golf Tournament ~ Chuck Tucker
 - No report
- Fishing Tournament ~ Dr. Kitts
 - No new updates from October meeting

6. Capital Campaign Reports

- Naming Campaign Leader ~ Bill Rhodes
 - Held a meeting with workers, with 8 attendees
 - Went over details with workers to give them the large scale plan
 - List of possible candidates for donations
 - Hilton family is not willing
 - Patronis family may or may not be willing
 - Suggestion, Lewis family use to own Buffalo Rock
 - Walsingham Family might have interest
 - Also look at families at Bay Point
 - Ben Grimsley
 - List of possible Engineering and Technology
 - List of Medical and Health



- List of Businesses
- Additional Ideas for naming
- One worker (Tracy Leap) suggested tile work art project that allows tiles to be purchased for a specified dollar amount which allows the purchaser to paint / decorate and later be used to tile the restrooms
- Grant Foundation Program suggested by another worker (Tim Smith)
 - They are looking to put money into inner-city based charter programs, so we may not qualify
- Update from Dr. Kitts
 - Meeting was held Monday, 11/26 about the pool to get it down to a manageable price
 - The money (\$750,000) is donated now with the caveat that it is given back if the pool is not built
 - PC Swim Club is interested in the running, management, and maintenance of the pool and will pay rent that will go into a contingency plan
 - The pool can be used for fundraisers, etc.
 - PC Swim Club wants to put a roof over, either portable (with base wall and an inflatable roof that can be removed during the summer months) or stationary
 - We can purchase used aluminum pools that can be cut moved to reduce the cost
 - 10 lane by 25 meter, we can have depth of 5' instead of 6.7' to further reduce the cost
 - Turnkey for 6.7' depth 10 lane by 25 meters is 2.5 million
 - Question, What is the monthly maintenance
 - Answer, approximately 100 K annually
 - Pool would be similar to the one at Gulf Coast
 - For a pool to be used for competition, it requires 10 lanes, 8 for competition and 2 for warm-up
 - Dave Dyell, aquatic center named for this family
 - This will lead to longer waiting lists for bay county swimmers with good academic standing
 - This will be an excellent marketing tool to promote the school
- Durden family is another suggestion for the list
- If someone donates enough money, the school and mascot will be renamed
- Criminal Justice
- Marine Science
- GCSC and FSU has a public list, just don't know how to get the list (Marty has a brochure from a previous meeting)



- Dr. Kitts will be willing to talk with families he knows (Patronis, Durden, Walsingham)
- Dr. Mark Williams loves the school
- Trane engineers for A/C system
- Bill setting a second meeting with his team of workers and copy Dr. Kitts, Lisa, and Marty at the Baldwin meeting
- Goal of this committee is to reach out to the wealthy citizens of Bay County for donations
- Bill will check with committee workers to see if anyone is willing to step up for the Professional Group leader position

Grant Search and Writer ~ Tammi Brillard

- No report

Professional Group Leader ~ Open

- No report

Direct Clientele Leader ~ Doug Crosby

- Pledge card system
- Meeting 8am Monday, 12/3/2012 at Granny Cantrells
- Note: the board doesn't want teachers soliciting parents of their students

Question, What about Dr. Tran and the Tennis Courts

Answer, Dr. Kitts will get with Donna Tran

Former athletes are good assets for athletic complex

7. Action Items from prior meeting

- Bios for Website, Keri will contact everyone that still needs bios and / or pictures

8. New Business

Norma Kealy would like to give set amounts for the scholarships, giving out multiple each year

- \$500 to 3 students and allow money to build

Suggestion, Keri to call board members and members at large to confirm attendance at meetings

Question, do we have thank you letters for donations and scholarships

Answer, the foundation should have that info from previous

Question, is there a central file system for the foundation

Answer, yes it is in the Bay Haven office

Answer, Keri will make sure the items in the file cabinet is up to date

Suggestion, can we get a file cabinet for Foundation

Yes, we can put it in the payroll office at Bay Haven

Suggestion, contact the school district for a file cabinet from their warehouse (free)



- Dr. Kitts added to invite Michelle Kinard and Nancy Crow, PTSP presidents and board to the next foundation board meeting

9. Confirm next Foundation Board meeting date

- Re-visit recurring date and time for monthly meeting
- Wednesday, December 12th @ 12pm

10. Meeting adjourned 2:10

Responsible Person	Action Item
Keri Todd	Capital Naming Program list to Jay Trumbull
Keri Todd	Daryl on adding donation specific
Dr. Kitts	Speak with families that might be willing to donate for the capital campaign Durdens, Walsinghams, Patronis, Donna Tran
Lisa Thompson	Work with CFO to determine the version of QuickBooks that should be purchased to track line entries for the Foundation Account
Bill Rhodes	Notify Foundation Board with the date and time of the next Naming Campaign meeting * Update ~ Scheduled for Wednesday, November 5 th @ 5:30 pm at Coastal Urgent Care on Baldwin & Hwy 390