



1. Call to order:

President ~ Marty Perrett	Present	Member at Large ~ Doug Crosby	Absent
Vice President ~ Vivienne Reilly	Present	Member at Large ~ Rodney Friend	Absent
Executive Member ~ Lisa Thompson	Present	Member at Large ~ Sheri Hensel	Absent
Secretary/Treasurer ~ Crystal Nixon	Absent	Member at Large ~ Todd Thompson	Absent
CEO ~ Dr. Tim Kitts	Present	Member at Large ~ Brandi McFaul	Present
Board Liaison ~ Tiffany Ennis	Absent	Member at Large ~ Dr. Iman Elkomy	Absent
Member at Large ~ Tammi Brillard	Absent	BH PTSP ~ Nancy Crow	Absent
Member at Large ~ Jerry Brown	Present	NBH PTSP ~ Michelle Kinard	Absent
Member at Large ~ Deborah Arrington	Present	Member at Large ~ Ben Burnham	Present

Special Guests:

Athletic Director ~ Debbie Funkhouser	Present	Tammy Graham	Present
---------------------------------------	---------	--------------	---------

2. Approval of the Agenda

- Motion to approve: Lisa Thompson
- Motion seconded: Vivienne Reilly

3. Approval of prior meeting minutes

- Motion to approve: Lisa Thompson
- Motion seconded: Jerry Brown

4. Financial / Treasurer Report ~ Crystal Nixon: Report was provided in Crystal's absence. No questions or comments.

5. Donation Letter – Letter signed and sent for Casiple and plaque is being ordered. Lisa was waiting to order more than one at a time. Approval was given to move forward with single plaque purchase. Letters were sent to auction donors. There are no other donation letters that need to go out at this time.

6. Fundraisers Reports / Discussion / Chair positions

- Winter Social:
  - o This Year: Final results are not reflected in PnL as we are awaiting final payment on one table (\$400) and funds for a couple of auction items have not been received (small amounts). Tim will call Bruce Kanell to collect \$400 outstanding balance for the table.
  - o Next Year:
    - Date: Date was set for 01/30/16 - Vivienne will call venue and book.
    - Music: Decision was made to limit to one musical group next year (approximate savings \$350). Lisa will call the band and reserve.
    - Invitations: If we don't have invitations professionally done, we would save money (creative printing was over \$2,000). According to Tim, we do not have bulk mail. Vivienne will research to get a better price or do in house using invitations. Post cards are also an option



to consider. With a postcard, there is no RSVP to return but electronic RSVP could be considered. We will use an electronic RSVP next year with the address:

[bhcawintersocial@gmail.com](mailto:bhcawintersocial@gmail.com). Secretary to monitor email and make the list.

- Other: Call table sponsors individually in advance of event. Announce in the fall that it will be FCFS. Continue to offer teacher discount. Increase table price from \$400 to \$500.
- Golf Tournament- April 10<sup>th</sup>: There are 108 businesses on spreadsheet in Google Share drive (link to drive was sent on the 3/13). Zogsby's is giving us 100 shirts – Tim modeled an example. Paid column will be added to spreadsheet. Vivienne to update and disseminate flyer – will include area for shirt sizes. Tim advised we would cap at 72 players – Vivienne advised we could go up to 144 unless the course had a special rule. All Foundation members are asked to call and recruit for this event – complete spreadsheet with sponsors for each call. Tim to call golf team parents and ask them to solicit as well.
- Yard Signs- Don't know how many have sold. Jerry brought some today and will leave them at office - attention Larry. Brandi advised that Doug brought signs to the last PTSP meeting and they were all sold.

## 7. Capital Campaign Reports

- Naming Campaign Leader ~ Dr. Iman Elkomy: No report.
- Grant Search and Writer ~ Brandi McFaul: Brandi to email Iman on Honda grant again. Brandi sent email to team with links to potential grants but research is not yet complete. Tim also sent Brandi a link to another grant to pursue – Brandi to research. Results from the 5k grant opportunity were not yet announced last time Brandi visited the site.
- Professional Group Leader ~ Dr. Iman Elkomy: No report.
- Direct Clientele Leader ~ Doug Crosby/Jerry Brown: Need to consider how we are going to reinvigorate and ramp up next year. Need a team to do telethon phone calling to support the foundation. If we speak to them, it is usually a “yes” that they will contribute. We need more personal contact to get commitments. Need to put together a team with 1 person to take the lead and will call 5 other parents to organize a team to get people involved. Need a volunteer to organize. Let's make a list of people that might want to do this and contact people to be part of the telethon. Need to create the team first. Perhaps use one person per class to call other members of the class. Committee of 10 – 30 to give list of phone numbers to call. Campaign to take place at the beginning of the school year. Collect names for the team now. List and phone numbers will be gathered. Have committee in tact by August to kick-off. Create a google drive so that participants can type in and notate the contributions – and again when confirmed. Tim to talk to the staff at BHCA to create a google share. Jerry and Doug to go through the lists. Lisa has a list of room moms for every class at NBH. Nancy may also have a room mom list.

8. Action Items from prior meeting: None

9. New Business:



- Covered Walkways for Bay Haven (motion changed based on the \$15,000 football request): Confirmed that walkway cost was \$10,000. Determined that we have enough in the general fund to cover this as well as the football request.
- \$15,000 Football Request: Tim put form together to make requests for \$15,000 to help pay for what is on the equipment order for football program. New coach, Jeff Lee, will be here 4/6 and is expected to make many positive changes to the program. No available funds in account to pay for equipment needed this fall. We will not order until we have the money in advance. Right now we have to get equipment and have no money. Request for foundation to fund \$15,000. This funding is a one-time deal.  
All athletes will pay their players fee and will rent equipment. Last year fees failed to be collected in-full by parents of the players. We will enforce this year the pay for play requirement. New coach will be responsible and held accountable if this is not enforced this year. Portable to store equipment has been transferred behind the gym to eliminate players from going in and taking equipment for practice without paying first. New coach will also have to work with boosters to raise money. We need to rebuild football booster organization and make strong. Boosters for football need to start fundraising. Concern to give football team \$ - others will request foundation funds to support. Per Debbie, other sports are not in bad shape – doesn't see any other group that would come requesting. Football program drives a lot more income. Foundation reviewed equipment invoice of \$15,000 that was created by the new coach. The cost of the practice jerseys was raised as a concern – discussed needing quality jerseys to dress as a team and practice as a team to promote team mentality. Future income of money raised after this will be used to pay rental of stadium, cost of transportation, referees, etc... There is no other source of money to pay for all of this. Strength of a football program is one of the major decision making factors for incoming high school players. Motion to approve submitted:

- Motion to approve: Lisa Thompson

- Motion seconded: Vivienne Reilly

Tim approved / Marty approved. Funding sheet for request was provided to Brandi to deliver to Crystal.

Brandi to advise Crystal to write check IAO \$15,000 to NBHCA Inc. Crystal to deliver check on 03/20 to BHCA – attention Tim Kitts.

- Outdoor Classrooms: Deferred to next meeting.
- Mill Bayou Campus Update: Deferred to next meeting.

10. Confirm next Foundation Board meeting date: April 16, 2015 12:00 PM

11. Meeting adjourned: 1:30 PM