

Bay Village **Public Schools Alumni Foundation Meeting Minutes from Tuesday,**
January 7, 2003

Wayne Reese moved, and Judy Norton seconded that Al Nelson sit in for Ken Hook as acting President in his absence. Al called the meeting to order at 7:00 PM. Trustees present: Al Nelson Scott Maloney, Amy Huntley, Wayne Reese, Judy Norton

President's Report No President's report for this meeting.

Acceptance of minutes from prior meeting Paul Hartranft moved to accept the minutes from the November meeting, and Wayne Reese seconded. Minutes approved

Nominating Committee Al Nelson, Ike Ganyard and Lori Sisto will be meeting to draft the list of Trustee and Officer nominations for the February meeting. Judy Norton and Ken Hook have agreed to stay on for another term as Trustees.

Finance Committee Jane Rock presented the treasurer's report. Amy Huntley moved to accept the treasurer's report, and Wayne Reese seconded. Treasurer's report approved.

Deleted: , and Jane had actually prepared one for the meeting

Al Nelson requested a summary of endowment contributions by class, This information was shared with the group. A copy of this and the treasurer's report will be included in the minutes.

It was noted during this report that there are still some loose ends to tie up with the 501c3 status. Amy and Al will contact Ken Hook to find out where this stands.

Communication Committee The deadline for content submissions for the upcoming newsletter is February 15". The plan is to have the newsletter mailed by the end of March In light of Gay's resignation from the newsletter, there needs to be a plan for who is going to take over these responsibilities. Some items already planned for inclusion, space permitting:

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A reminder for the Celebration of the Arts function coming up in May A reminder asking for nominations for Distinguished Alumni and Teachers of Distinction An update on

efforts to raise funds for the Endowment Fund A sign-up form and information for the annual Tri-Bay golf outing in June

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Special Events Committee Al Nelson, Lori Sisto, Paul Hartranft, and Katie Lufkin will have an update for the Bi Annual Alumni Brunch at the next meeting—the location, date, etc.

Deleted: Awards/Scholarships Committee There was reference to an Alumni Support Winner award in the last newsletter. Shouldn't a process be outlined for how these are going to be awarded? There are two current winners of this award-Ike Ganyard and George Serb Will there be plaques with pictures for these folks on the Hall of Fame wall?

Al Nelson—the annual Tri-Bay Golf Outing will be on June 13th this year, with a shotgun start. There were 144 golfers last year, and it looks like we may be able to get enough golfers this year to fill all three nines at Mallard Creek! To improve the flow of the event, there will be a shotgun start this year, a great improvement!

Vision Committee Amy Huntley—The committee meeting was attended by Kay Laughlin, Jane Rock, Bart Rippl and Amy Huntley. There will be a move away from tiered voting, so everyone's vote will count at future Alumni Foundation meetings. There was a lot of discussion at this committee's first meeting about how to get alumni involved with activities that are more directly tied to the schools—a career day, acting as a tour guide for the annual 2nd grade tour of Bay Village, etc. More info to come on this in future meetings. How can the Foundation better tap alumni from a financial perspective? One idea is to create a "wish list" with specific items the school district needs that we publish in our newsletters, with the idea that alumni make pledges to fund items specific to the list. For example, maybe someone was heavily involved in the choral program when in high school, and one thing on the list is a need for new choral uniforms. The person could then make a contribution specifically for purchasing new uniforms, and so on. This group will work with the district on the formation of the list and report in an upcoming meeting.

History Committee Ike Ganyard-efforts are underway to re-establish an alumni Hall of Fame wall at Bay High School. The plaques for distinguished alumni and teachers of distinction were taken down several years ago and put into storage due to vandalism At this point, some have been vandalized, and

some are lost. Ike is working on tracking down pictures for some of the people. He already has the text that is supposed to go with the picture for each plaque. Ike has been visiting local schools to take pictures of their displays and talk to some folks at those schools to get ideas for what we would do. We need space for 35 alumni and 11 teachers. The idea Ike will explore is to get commitment for wall space in the high school library. This would give us good exposure, there is a lot of traffic through the library, and there is always someone in there who would notice if someone was trying to vandalize the plaques. The only thing we might need to consider is giving out only one award for each category in the future, in light of space constraints for display. For future nominations, there was discussion at the meeting about how our process has not necessarily been as formal as it should be. Ike said he was given a copy of the procedures used in Lakewood, and he thought they were really good. He will bring a copy to the next meeting. There was talk about what we might design for new plaques. The group liked what Rocky River had done, and we will explore whether we could do something similar. Basically, print a picture and text for each award on nice paper in an 11 x 14 or similar

size, and mount it under a piece of acrylic on the wall. An idea thrown out that will be explored is that we might get the high school graphic arts students to produce all of the replacement plaques for our group as a class assignment. This would dramatically reduce the costs involved. In terms of going another route, someone suggested that Carl Chambers is an alumni who has a marketing-related business in Bay, and if we need to, we might approach him to see if he would be interested in helping out with the project.

Class Relations Committee It was reported that George Kasik, class of '35, had recently passed away. Paul and Scott will make sure this is reflected in the database.

Fund Raising Committee Scott Maloney will write an article for the upcoming newsletter to give an update on efforts to raise funds for the Endowment Fund. Amy Huntley reported that an idea came out of the Vision Committee to have a booth at Bay Days for fund raising. This will be explored...

**Bay Village Public Schools Alumni Foundation
Meeting Minutes from Tuesday, February 4th,
2003**

Al Nelson, acting President, called the meeting to order at 7:00 PM. Trustees present: Al Nelson, Scott Maloney, Amy Huntley, Wayne Reese, Judy Norton, Ken Hook

Acceptance of minutes from prior meeting Paul Hartranft moved, and Amy Huntley seconded to accept the minutes from the January meeting, with the revisions outlined by Lori Sisto. Minutes approved

Finance Committee Jane Rock presented the treasurer's report. Amy Huntley moved to accept the treasurer's report, and Judy Norton seconded. Treasurer's report approved.

501c3 status-Ken Hook is still trying to connect with Mike Shannon, the IRS investigator auditing our application. We still need to get our official approval letter from the IRS. Brian Kruse wrote up the state application for our request to obtain our 501c3 status, pro bono. We should find a way to officially thank him for his help.

Nominating Committee Al Nelson presented the following nominations for 2003 Officers:

President
Vice
President
Secretary
Treasurer

Paul Hartranft Bart Rippl Scott
Maloney
Jane Rock

Moved to accept by Wayne Reese, seconded by Judy Norton.
Officers approved.

Al Nelson presented the following nominations for Trustees:

Lori Sisto through December 31, 2003, to finish out the term vacated by

Kay Laughlin Ken Hook, for a three year term ending December 31, 2005
Judy Norton, for a three year term ending December 31, 2005

Moved to accept by Amy Huntley, seconded by Judy
Norton, Trustees approved.

Scott Maloney moved, and Judy Norton seconded, that Ken Hook serve
as Chairman of the Board of Trustees. Approved.

Communication Committee Paul Hartranft has been working with Harris
Publishing to get the details worked out for the Alumni Directory.

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Baycrafters.com

From: "Scott and Vicki Maloney" <vsmaloney02@attbi.com> **To:**
<WAR1138@aol.com>; "Al Nelson" <albay 1962@nccw.net>; "Amy Huntley Home"
<abhuntley@attbi.com>; "Amy Huntley Work" <ahuntley@rksmith.com>; "Amy Rock (work)"
<arock@primepro.com>; "B Rippl" <trip2@mail.anonymizer.com>; "Ginny Hill"
<vmh720@core.com>; "Ike Ganyard" <iganyard@yahoo.com>; "Jane Rock"
<janerock@core.com>; "Katie Lufkin" <katiedougful@msn.com>; <Lsto 30@aol.com>;
"Paul Hartranft (home)" <PWHPJH@aol.com>; "Sally Price" <sally@baycrafters.com>;
"Sam Milliken"
<millik9305@aol.com> **Sent:** Monday, March 31, 2003 10:15 PM **Attach:** Alumni meeting minutes
from Mar 4 2003.doc **Subject:** Meeting minutes from March 4 meeting I've attached the meeting
minutes from our last meeting. I've also provided them below, right within the e-mail, since
some of you said you could not open Word documents. See you tomorrow night!

Bay Village Public Schools Alumni Foundation Meeting Minutes from Tuesday, March 4th, 2003

Paul Hartranft called the meeting to order at 7:00 PM. Trustees present: Scott Maloney,
Amy Huntley, Wayne Reese, Judy Norton, Ken Hook

Acceptance of minutes from prior meeting Paul Hartranft moved, and Wayne Reese
seconded to accept the minutes from the February meeting. Minutes approved

Finance Committee Jane Rock presented the treasurer's report. Wayne Reese
moved to accept the treasurer's report, and Paul Tartranft seconded. Treasurer's report
approved.

There was a fair amount of conversation about the expense to produce the newsletters, and the fact that the donations might not cover the next issue. Options to save money:

Lower the frequency to two newsletters per year
Don't send to alumni for the first five years after graduation
Send Xerox copies instead of printed copies
Get approved for non-profit postage rates
Go electronic for alumni who want it electronically
Less pages in newsletter

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This will be discussed again at the next meeting. The next newsletter is due to be mailed 4/1/03.

There is a seminar for non-profits on April 24th at the Belden Village Holiday Inn. The money is due March 24th. The group agreed it would make sense for at least one person to go. Jane Rock will either go herself, or follow up to see if someone will commit to going for our group.

Fund Raising Committee A natural follow-up to the funding shortfall conversation in the Treasurer's report was a discussion about fund raising opportunities. One of the ideas being given serious consideration is the working of concession stands at professional sports events. There will be more discussion about this at the next meeting.

ommunication Committee Paul Hartranft has all of the details worked out with Harris Publishing, including the artwork for the cover. The deadline for submitting corrections is May, and the directories should be mailed to alumni later this year.

4/1/03

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of 2

Special Events Committee The alumni bi-annual brunch will be held from 11 AM to 2 PM on the Saturday of Homecoming weekend. The cost is thought to be \$25 per person at this point. There needs to be enough money to cover the costs of the

brunch with Five Seasons, plus money to cover the cost of the plaques to be given out at the brunch, plus about ten free meals for the recipients and their guests. The date of the brunch will be included in the April newsletter.

Class Relations Committee Virginia

Thomas is the new class rep for the class of '38.

Vision Committee Amy will have an article in the next newsletter, and then a follow-up

article with more detail in the August newsletter

History

Committee

- Ike has ten photographs so far for the missing plaques.
- Ike will be sending a letter to each Distinguished Alumni and Teacher of Distinction asking them for input on what they would like their plaque to say.
- Ike will talk to Carl Chambers about making a prototype plaque.
- **More to report at the next meeting.**

Respectfully
submitted,

Scott
Maloney 685
Recording
Secretary

Koble Bunspon

4/1/03

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Subj: **Meeting Minutes for April Meeting** Date: 04/22/2003 10:03:41 PM Eastern Daylight Time From: vsmaloney02@attbi.com To: WAR1138@aol.com, albay1962@nccw.net, abhuntley@attbi.com, ahuntley@rksmith.com, arock@primepro.com, trip2@mail.anonymizer.com, vmh720@core.com, iganyard@yahoo.com, janerock@core.com, katiedougluf@msn.com, Lsto30@aol.com, PWHPJH@aol.com, sally@baycrafters.com, millik9305@aol.com *Sent from the Internet (Details)*

Hello,

The meeting minutes from the April meeting follow. See you on the oth!

**Bay Village Public Schools Alumni Foundation Meeting Minutes from Tuesday,
April 1, 2003**

Paul Hartranft called the meeting to order at 7:00 PM. Trustees present: Scott Maloney, Judy Norton, Lori Sisto

Acceptance of minutes from prior meeting Motion to accept minutes by Ginny Hill with modification to remove Ken Hook as attendee (he was not at the March meeting), seconded by Judy Norton. Minutes approved

Finance Committee Jane Rock presented the treasurer's report. No money has been provided for Cat's Meow or clock sales for four months. Have we sold any? Who now has the items we sell? Did Kay and Gay turn the items over to Ken Hook? Judy will research and report next month.

Paul Hartranft moved to accept the treasurer's report, and Ginny Hill seconded. Treasurer's report approved

Class Relations Committee Paul Hartranft reported that he has turned over responsibility for maintaining the database to Scott Maloney. Paul wants to focus more time on the duties that come with being President, and felt the time was right to let someone else manage the database for awhile.

Fund Raising Committee Paul Hartranft suggested we might approach the school district about adding an optional \$15 fee to the communication that goes to parents of seniors at the beginning of the year to collect funds for senior activities for the year. This would be a way to collect funds that would help defray the costs of communicating to alumni for the first five years out of high school when they are not typically thinking about the Alumni Foundation, and typically do not have money to donate to help offset organization costs. Scott Maloney will follow up on this item with the Superintendent.

Scott Maloney will write an update on the Endowment Fund to be included in the August newsletter.

Bart Rippl will contact Caryn Candisky to see if she would come to an upcoming meeting to talk to us about how to raise funds.

For future fund raising events where meals are involved, the group talked about how we have all worked with Carrabas and Outback in past events where they charge \$7 or \$8 per person, and we can charge whatever we want above that price to raise funds for our organization. However, there are minimum attendance quotas that have to be met for them to be willing to provide this service. The group will keep this in mind for future opportunities.

Communication Committee The newsletter was on target to be mailed by mid April at the latest. Going forward, instead of using return reply requested, which costs about 70 cents per returned piece of mail with an address correction, Scott Maloney will work with Alice Paul to get corrections from them after they have run our mail file against the NCOA (National Change of Address) database they use to clean up address information for mailing. Scott will take the file with address corrections and load them into the alumni database. This

should save a fair amount of money over time, and automate the process of making corrections for a fair number of alumni.

Special Events Committee Lori Sisto provided another update. Five Seasons charges \$13.95 per person, and \$15 per gallon of spiked punch OR \$25 per hour for a cash bar. If at the end of four hours at least \$300 of drinks are sold, the \$25 per hour is waived. We're assuming we'll charge \$25 per person to attend the event. At \$25 per person, about 50 paying guests would be needed to make sure we have enough additional funds to cover the cost of the plaques for award recipients, and the cost of the meals for the recipients and one guest per recipient.

Judy Norton motioned and Ginny Hill seconded for adjournment at 8:00 PM

Respectfully
submitted,

Scott Maloney
'85 Recording

Secretary

Wednesday, April 23, 2003 America
Online: PWHPJH

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Subj: May meeung minutes Date: 06/01/2003 10:08:12 PM Eastern Daylight Time
From: vsmaloney02@attbi.com
WAR1138@aol.com, albay1962@nccw.net, abhuntley@attbi.com,
ahuntley@rksmith.com, arock@primepro.com, trip2@mail.anonymizer.com, vmh720@core.com,
iganyard@yahoo.com, janerock@core.com, katiedougluf@msn.com, Lsto30@aol.com,
PWHPJH@aol.com,
sally@baycrafters.com, millik9305@aol.com *Sent from the Internet (Details)*

To:

Here are the meeting minutes from the meeting in May. See you Tuesday!

Bay Village Public Schools Alumni **Foundation Meeting Minutes** from Tuesday,
May 6, 2003

Paul Hartranft called the meeting to order at 7:05 PM. Trustees present: Scott Maloney, Judy Norton, Amy Huntley

Sally Price suggested that all attendees at each meeting should be included in the minutes, not just the trustees. Going forward, all attendees will be listed. Attendees: Sally Price, Ike Ganyard, Al Nelson, Lois Dougherty, Ginny Hill, Jane Rock, Paul Hartranft

Acceptance of minutes from prior meeting Motion to accept minutes by Amy Huntley, seconded by Judy Norton. Minutes approved

Finance Committee Jane Rock presented the treasurer's report. Paul Hartranft moved to accept the treasurer's report, and Ginny Hill seconded. Treasurer's report approved.

A suggestion was made, and everyone agreed, that from a revenue and expense standpoint, costs for the bi-annual awards brunch should be shown as separate line items in our monthly finance report, and the price being set per attendee should not necessarily be driven by the expenses for the plaques and free meals for the significant other that is brought to the event by each award recipient. A fair and reasonable price for the event will be set to at least cover the cost of the food and beverage being provided, and if possible, the price might be higher than that based on the going rate being asked per person for similar events.

Ginny Hill moved, and Lois Dougherty seconded that funds from a CD maturing May 16 should be moved to the money market account until CD rates hopefully improve in the near future. A new CD will be purchased when it looks like rates have improved.

Class Relations Committee Nothing new to report at this meeting

Fund Raising Committee Bart Rippl will report at the June meeting

Vision Committee This committee will reconvene in a year to review progress on the

items they identified that should be pursued by the various committees in the Foundation. In the mean time, Amy Huntley will dust off her

Monday, June 02, 2003 America Online: PWHPJH

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notes and bring an update to the June meeting.

Communication Committee The newsletter was mailed in late April. Sally Price indicated she did not receive a copy. Scott will work with Jane Rock to submit a refund request for postage now that the Foundation has its formal approval from the postal service for non-profit rates. Since conditional approval was received prior to the mailing, a refund is available now that we have formal approval.

Special Events Committee Amy Huntley has been working with the 2nd grade at Normandy for an upcoming history tour around Bay Village on May 27th and 28th. This has been a tradition for about 15 years now. Amy asked if anyone has items that could be shared with the kids on these days or would like to be a tour guide, to please call her soon after the meeting

Al Nelson gave a report on the Tri-Bay golf outing. Last year there were 25 sponsorships, as of the meeting we had about half that. As of the meeting, Al had about 16 foursomes signed up. All printing services are being done by Bay Printing in exchange for a \$900 sponsorship package. Nancy Rodgers is distributing 50 posters to local businesses and other locations. Al sent over 100 requests for sponsorships and he will be contacting everyone who participated last year to see if they are participating this year. Another update will be provided at the June meeting.

Some questions were asked about the selection process for Distinguished Alumni and Teacher of Distinction awards, since the selection process will take place in July. Does the teacher have to be retired? What are the guidelines? Were they ever documented? Paul will go through his alumni files to look for documentation that was done at the time the awards and associated process were first established. Either way, there will be more discussion at the June meeting about adopting a more formal process for selecting the award winners, because the process has been too informal in the past.

There will be a tour of Forestview school on Saturday, June 7 at 9:00 AM for those who want to see it potentially for the last time if the decision is made to tear down the

building once the tenants move out in August. Anyone interested can meet at the South entrance parking lot on that date and time, and a district maintenance employee will be there to open up the building and provide the tour.

Ike Ganyard motioned and Judy Norton seconded for adjournment at 8:30 PM

Respectfully submitted,

Scott Maloney '85 Recording Secretary

Monday, June 02, 2003 America Online: PWHPJH

Bay High School Alumni

Foundation Meeting Minutes from

Tuesday, 3 June 2003

Paul Hartranft called the meeting to order at 7:07 p.m.

Present: Paul Hartranft, Jane Rock, Ike Ganyard, Judy Norton, Amy Huntley, Ginny Hill, Bart Rippl, Sally Price, Lois Dougherty and Sam Milliken

Trustees Present: Judy Norton, Amy Huntley (no quorum)

Paul Hartranft moves that there be no reading of minutes from 6 May meeting, seconded by Judy Norton

**Finance
Committee**

Jane Rock presented the treasurer's report.

A question was raised as to whether or not the Alumni Foundation would be receiving funds from the class of 2003. Also discussed was the precise source of these funds. Ginny Hill suggested determining if these class funds will indeed continue to find their way into Alumni Foundation coffers in the future. Amy Huntley stated she would check with Scott Maloney on the current status of these funds.

Ike Ganyard moves to accept the report, seconded by Amy Huntley. Treasurer's report accepted.

No update on Endowment Fund.

Communication Committee

The deadline for articles for the August newsletter is 30 June.

Lois Dougherty raised possibility of doing the newsletter twice per year. Paul Hartranft said that we may be forced to do this. Sally Price mentioned that she did not receive the previous newsletter. She also stated that she was not happy with the quality of this newsletter. There seemed to be a general consensus that the newsletter quality needed improvement. It was put forth that Scott Maloney and Amy Rock did an admirable job, but the quality seems to have fallen in terms of appearance (e.g., the paper stock, lack of graphics, etc.).

Also raised was the issue of problems with Alice Paul on the previous newsletter. Evidently, per Jane Rock, the cost of this newsletter was higher than the previous one possibly due to the layout. This newsletter was billed as a flat rate (i.e., it was mailed as a full sheet and not a folded page due to a lack of tabs). It was stated that Scott Maloney is looking into why the cost was higher this time.

Fundraising Committee

Despite repeated calls, Bart Rippl did not hear back from Caryn Candisky ('85). Caryn works in the field of political fundraising and was going to try to find an associate conversant in

non-profit fundraising and get back with Bart.

Amy Huntley mentioned Stacey Caddey (class of '80 or '81) as a possible source for non-profit fundraising. Her husband Eric teaches at the middle school. Louis Dougherty suggested her niece Pat Ringenback as another source for information on non-profit fundraising. Both of these people will be contacted and hopefully one or both will be able to attend a meeting soon.

Bart Rippl suggested throwing together a list of the well-heeled to be called personally by Alumni Foundation volunteers.

Amy Huntley brought up the issue of a "Wish List" as a means to funnel increased donations into the foundation. She discussed the recent "History of Bay Village" talk given to elementary school kids as a success for the foundation and that the foundation needs to trumpet specific goals to effectively solicit donations from alumni. Sally Price suggested that the foundation compile a Huntington Park Coloring Book and get donations for these and then give them to school children.

Jane Rock suggested an alumni volunteer attend an upcoming faculty meeting as a means to garner input for a wish list. Amy Huntley further suggested getting together with School Superintendent Denny Woods to determine the best way to proceed on this matter. Paul Hartranft stated that we don't want to compete with the Education Foundation on this. Amy Huntley added that the Alumni Foundation and Ed. Foundation need to work together. She also suggested that an article be included in a future newsletter which describes the different functions of the Alumni Foundation, Ed. Foundation, Village Foundation and the Rockets Association/Foundation to clear up any confusion.

Special Events Committee

According to Paul Hartranft, the Tri-Bay Golf Classic is moving along nicely and will sell-out again. Sally Price raised the issue of whether the Alumni Foundation should split the cost of the full-page Tri-Bay Golf Classic ad in our previous newsletter with the Rockets Association and the Ed. Foundation.

Ike Ganyard stated that space for the Alumni Hall of Fame has been procured on the west wall of the hallway adjacent to the high school auditorium. He suggested getting started on this Hall of Fame immediately by getting plates made and mounted on plaques for two alumni and one teacher (there are currently a total of 35 alumni and 11 teachers to be included in this Hall of Fame). There was general agreement on doing this as a good start. Also, Sally Price volunteered to help with the wall lettering and Sam Milliken volunteered to donate the necessary wall paint.

Ginny Hill motioned that we go forward with these initial Hall of Fame steps and Amy Huntley seconded. Motion accepted.

Vision
Committee

Nothing for this
meeting.

Fundraising **Committee**

Issues discussed
previously

Class Relations **Committee**

Nothing for this
meeting.

Old **Business**

Jane Rock brought up the issue of Alumni Foundation volunteers working Indians games to raise funds. Paul Hartranft stated that he needs to get back with his indians contact.

The upcoming tour of Forestview School was discussed. Sam Milliken suggested that someone from the Alumni Foundation find and save any old pictures which may be hidden somewhere in the school prior to demolition. No demolition date has been set. The question was raised as to who should be contacted to get the OK to take pictures or anything else of historical value. Amy Huntley suggested talking with Scott Maloney on this matter.

Next meeting set for 6:30 p.m. on Wednesday, 9 July, at the porch at Baycrafters. Bring your own meat and a dish to share along with your own beverages, plates and silverware.

Meeting adjourned at 8:42
p.m.

Respectfully submitted, Bart Rippi ('85),

Date:

Subj: Re: **August meeting minutes**

08/27/2003 9:30:03 PM Eastern Daylight Time From: iganyard@yahoo.com

To: vsmaloney02@comcast.net, WAR1138@aol.com, albay1962@nccw.net,
abhuntley@comcast.net,

ahuntley@rksmith.com, arock@primepro.com, trip2@mail.anonymizer.com,

CADYSHAK5@aol.com, vmh720@core.com, janerock@core.com, katedougluf@msn.com,

Lsto30@aol.com,

PWHPJH@aol.com, sally@baycrafters.com, millik9305@aol.com Sent from the Internet Details)

I just returned from vacation and saw the minutes. This is now August 25th and Mike Taylor and the Larsens still have not been notified of their selection. Why? –
Ike - --- Scott and Vicki Maloney <vsmaloney02@comcast.net> wrote:

> Hello,

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> I hope you are all having a great summer! Following > are the meeting > minutes from the August alumni meeting. We had some > great fund raising > discussion with fellow alumni Stacy Caddey, who has > indicated she would > really like to help us gain some traction in this > area, so she will > continue to work with us in the coming months. An > assignment for the > September meeting-see if you can bring along at > least one guest who has > not been to a meeting, either

> Finance Committee > Jane Rock presented the treasurer's report. Amy > Huntley moved to accept > the treasurer's report, and Scott Maloney seconded. > Treasurer's report > approved.

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> Class Relations Committee > No report

> Fund Raising Committee > Bart Rippl introduced Stacy Caddey, who is in the > fund raising business, > and also a fellow alumni. A lot of discussion > followed about how our > organization could improve our fund raising efforts. > Stacy will bring a > follow-up report to the next meeting. Some of the > notable items from > the discussion:

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* When we're sending out a request for > funds, if we don't > include a pre-addressed envelope, 2/3 of recipients > will throw it away, > simply because they do not want to go to the trouble > of filling out > their own envelope! >* If we really want to increase our revenue > stream, we have to > get to a membership model, we would have to come up > with the benefits > associated with different levels of giving-discounts > to school district > sporting events, discounts on Rockets clothing, > window stickers for > their car, a President's Club, etc.

* Eventually, we would get to where non-members would no longer receive newsletters >* We could have tiered newsletter > approach-non-members would get >one a year, level one members would get three, level > two would get six, > and so on. Perhaps continue to mail three per year, > but make one 12 > pages, the other two 8 pages, and send e-mail > newsletters in between. >* If we could build up some momentum in our > fundraising, we > could eventually move to an annual campaign. > * To get large \$, we need to focus on wills, > trusts and estates, > and we need to be able to offer naming rights for > large \$ donations > * The three Foundations in Bay Village > should be talking about > merging, and having each entity operate as a >subsidiary under one > umbrella organization.

Wayne Reese committed to > trying to set up a

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> meeting between the Presidents of the three > organizations.

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> Communication Committee > The newsletter should be mailed before the end
of

August

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> Special Events Committee > Amy Huntley reported the Normandy 2nd
grade history > tour and > presentations to classes was a huge success! >
Participants are already > looking forward to next year.

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> Tri-Bay was again a wonderful time, and each group > received \$2,100 > proceeds.

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> Everything is set for the alumni brunch. This > year's distinguished > alumni are
Tom and Sue (Horton) Larsen. After some > discussion, it was > agreed that there
should be no Teacher of > Distinction this year, and > that a process needs to be
documented so the > selection is more > meaningful for future years. It should not be an
> exercise of ten > minutes of conversation and informal throwing out of > names.

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> Jane Rock motioned and Paul Hartranft seconded for > adjournment at 8:30 > PM

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> Respectfully submitted,

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> Scott Maloney '85 > Recording Secretary

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Do you Yahoo!? The New Yahoo! Search - Faster. Easier. Bingo.

<http://search.yahoo.com>

Tuesday, September 02, 2003 America Online: PWHPJH
Bay High School Alumni Foundation: Meeting Minutes from Tuesday, 7 October 2003

Paul Hartranft called the meeting to order at 7:10 p.m.

Present: Paul Hartranft, Jane Rock, Ike Ganyard, Judy Norton, Amy Huntley, Ginny Hill, Bart Rippl, Lori Sisto, Lois Dougherty and Wayne Reese

Trustees Present: Judy Norton, Amy Huntley, Lori Sisto and Wayne Reese
(quorum)

Paul Hartranft moves that there be no reading of minutes from September meeting.
Motion duly seconded.

Meeting began with announcement by Amy Huntley that the name "Parkview Commons" had been suggested by the school board, though not officially, as the new name of the Bay Middle School cafeteria in honor of Parkview graduates.

This was followed by a discussion of the Distinguished Alumni Award presentation the previous homecoming weekend.

At this point, Paul Hartranft mentioned that Bill Raney is going to approach the personal assistant to George Steinbrenner regarding donations to the Foundation. This was followed by a discussion as to how best to approach Mr. Steinbrenner for donations (i.e., for operating funds or

endowment funds).

Finance Committee

Jane Rock presented the treasurer's report.

At this point in time, the foundation is \$2,862.43 in the black and that we're now saving approximately \$900 to \$1,000 per newsletter in reduced rates.

A question was raised about the Foundation holding money for selected classes and Scott Maloney asking respective Class Reps to donate these funds to the Foundation. Per Paul Hartranft, Scott is pursuing this.

A discussion about the Distinguished Alumni plaques followed. Per Ike Ganyard, Carl Chambers will do additional plaques for \$110 each and reevaluate this cost at a future date.

Predictably, this was followed by a discussion of how best to raise funds to pay for the cost of additional plaques. Amy Huntley suggested an article be included in the next newsletter to solicit donations for them.

Ike Ganyard added that it will cost between \$6,000 and \$8,000 to complete the Hall of Fame and suggested that a letter, from the entire Foundation, be included in the next newsletter asking for donations to finance this endeavor.

Lori Sisto mentioned Stacey Caddey and that we need to start implementing her fundraising ideas (i.e., have alumni make subscription donations, with different levels available). It was further suggested that one general newsletter could go to all alumni and the remaining newsletters could go only to those who have subscribed. Amy Huntley further suggested that we could include an ad for membership donations in the next two newsletters and that those who do not subscribe will not receive future newsletters. Paul Hartranft mentioned that this might not sit well with older alumni on fixed incomes.

Nevertheless, it was generally agreed that Stacey Caddey should be invited to attend future meetings and share her ideas with us.

Ike Ganyard suggested asking the school board or administration for matching funds for the Alumni Hall of Fame. Amy Huntley recommended contacting Denny Wo

Paul Hartranft raised the idea of selling a newsletter subscription package to graduating seniors (i.e., \$25 for 5 years before they graduate. Lori Sisto recommended calling Claire Smith Long (808 9952), as she is involved with Senior Parents. (NOTE: At this writing, Claire has already been contacted by Bart Rippl and a message was left with her husband).

Ike Ganyard suggested that everyone who comes to Foundation meetings should, for the November meeting, write down what they're doing and what they'd like to do in the future for the Foundation. He further suggested that we should write down what we hope to accomplish through the Foundation on a month-to-month basis and that we need chairper responsibility for their particular area (i.e., Alumni Hall of Fame, Class Reps, Publicity, 2004 Homecoming, Fundraising, etc.). Lori Sisto seconded this.

A letter from Diane DeVinere (87) to the Foundation, wherein she expressed interest in becoming involved with the Foundation as a Corresponding Secretary, was read aloud. (NOTE: As of this writing, Diane has already been e-mailed by Bart Rippl inviting her to the next meeting and expressing our heartfelt receptivity to her proffered assistance).

The next newsletter is scheduled for the end of December.

Paul Hartranft moves to accept the Treasurer's report. Seconded by Amy Huntley.

(NOTE: This is a reminder to Amy Huntley to bring her laptop to the next meeting—see Amy, I WAS paying attention!)

Paul Hartranft and Lori Sisto discussed the possibility of doing the Distinguished Alumni Award each year and having the presentation ceremonies held at a class reunion cocktail party that year. Ike Ganyard motions to skip any '04 Distinguished Alumni awards and hold them in '05 when matters with the Foundation are in better order.

Paul Hartranft mentioned that he has received correspondence from some alumni who are dissatisfied with the Alumni Directory, which was recently completed. Evidently, there are a few omissions and inaccuracies. Ike Ganyard retorted that we'll always get complaints no matter what.

Ike went on to suggest that Foundation members have a look at the sign at the top of the hill just above the Cleveland Yacht Club in Rocky River. This sign was done by Northcoast Signworks and they are a possible candidate to make the sign above the entrance to the proposed Alumni Hall

of Fame.

No date set for next meeting, but I suggest 4 November. If that works, I'll see y'all there!!!

Meeting adjourned at 8:38

p.m.

Respectfully submitted, Bart Rippl ('85), acting Recording
Secretary (and aspiring Sergeant-At-Arms)

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Alan L. Nelson

From:

To:

Cc:

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Thursday, November 06, 2003 8:40 PM Bay High Alumni Foundation Contact Information.doc

Minutes from Oct. Mtng. and updated contact list (attachment)

Sent: **Attach:** Subject:

Bay High School Alumni Foundation: Meeting Minutes from Tuesday, 4 November 2003

Paul Hartranft called the meeting to order at 7:s p.m.

Present: Paul Hartranft, Jane Rock, Ike Ganyard, Wayne Reese, Judy Norton, Amy Huntley, Ginny Hill, Bart Rippl, Lori Sisto, Lois Dougherty, Al Nelson, Sally Price, Diana Lee and Sunny Maser

Trustees Present: Judy Norton, Amy Huntley, Lori Sisto, Wayne Reese and Al Nelson (quorum)

Paul Hartranft moves that there be no reading of minutes from October meeting.
Motion seconded by Bart Rippi.

Finance Committee

Jane Rock presented the treasurer's report.

At this point, the foundation is \$2,703.14 in the black and there is a total of \$3,285.59 belonging to the Foundation.

It arose that the Foundation had yet to receive a refund check from the post office per our recent application and subsequent approval for non-profit mailing status. Bart Rippl will follow up on this.

Amy Huntley moved to accept the Treasurer's Report. Lori Sisto then suggested submitting the Treasurer's Report to an audit to assure integrity of our finances. Judy Norton seconded this motion. Amy Huntley interjected that the word "audit" be used carefully and that a foundation such as ours only needs to conduct an internal audit. No decision was made on this topic.

Newsletter

Scott Maloney's resignation as editor of the newsletter was announced. However, Amy Rock will maintain her duties in this area and should also be able to shoulder the editorial responsibilities previously handled by

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Scott. Paul Hartranft stated that each member of the Foundation needs to take on the roll of "reporter" and supply Amy with a sufficient flow or stories to fill the newsletter's pages.

Paul Hartranft further suggested that the Foundation solicit articles from Bay High students, perhaps those students currently writing for the school newspaper,

December 1 is the deadline for articles to be submitted for the next newsletter.

At this point the meeting turned away from the newsletter and on to a discussion of how best to select Distinguished Alumni award recipients. This was followed by a debate

on whether or not the Distinguished Alumni awards ceremonies should coincide with class reunions; Paul Hartranft mentioned that a published author from his class ('64) would be a fine candidate and that his class was going to nominate him prior to their 40th class reunion next year. Amy Huntly suggested that we can accept nominees from all classes and if someone from a non-reunion year class wins the award, we can hold the award ceremonies at the reunion location but prior to any planned reunion activities (e.g., dinner). As the debate plodded along, Wayne Reese wisely suggested that this topic be tabled for the time being as we won't be making any award selections until well into next year. Paul Hartranft updated the Foundation on the status of Paul Ranney (aide to George Steinbrenner) and the prospects of us receiving a donation from Mr. Steinbrenner. At this point, Mr. Ranney is still pursuing this.

Special Events

Homecoming 2004 is tentatively set for October 8.

Fundraising

Jane Rock asked the attending Foundation members if we wanted to do more Cat's Meow nicknacks to raise additional funds. Amy Huntley suggested taking orders for them and then purchasing a quantity based upon these orders.

At this point, Paul Hartranft nominated Bart Rippl (yours truly) to be the Finance/Fundraising Committee Chairman. I graciously accepted.

This was followed by a discussion of how individual committees would best function. It was generally agreed that the committees should operate independently in terms of meetings and scheduling.

New Business

Lori Sisto had everyone write down how they wanted to participate in the Foundation.

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This was followed by a brief discussion of the "Alumni Gardens" which will be a feature of the new middle school.

Alumni Hall of Fame

As has become his trademark, Ike Ganyard once again landed on this topic with both feet (you da man, Ike. I can't imagine anyone doing a better job on this much-needed project than you!!!).

Ike read a letter sent to him, the substance of which was to rake Bay High's principal over the coals for relegating our Alumni Hall of Fame to the west hallway adjacent to the high school auditorium, Amy Huntly retorted that this area of the high school boasts the best public access during events (basketball games, concerts, etc). It was generally agreed that of all the spaces proffered to the Foundation, this represented the optimal locale not only for public access but also in terms of available space for future growth.

Ike turned his attention to a company called Partners in Recognition (www.partnersinrecognition.com) and mentioned that they created the Hall of Fame for Case Western Reserve University. He added that they make plaques for only \$70. He invited Foundation members to visit CWRU's Hall of Fame located in Veale Center, which is the university's physical education building.

Once again, this was followed by concerns over how the Hall of Fame will be financed. Amy Huntley stated that we would have a better handle on potential funds for this undertaking following Tuesday's election results on the school levy (i.e., the Foundation may receive seed money for this if the levy passes). This was followed by a discussion of what would be the best format for the Distinguished Alumni Plaques. It was decided that the Hall of Fame Committee would decide on the ideal format.

In light of two new members attending their first Foundation

meeting (Diana Lee and Sunny Maser), Paul Hartranft suggested that everyone introduce themselves and announce their graduation year.

As the meeting wound down, Ike Ganyard mentioned that Distinguished Alumni recipient Dick Kughn will be auctioning off several personal effects (classic cars and Lionel trains).

Jane Rock motions to adjourn the meeting.

Wayne Reese seconded.

Meeting adjourned

at 8:36.

Next meeting scheduled for December 2; location to be announced.

Respectfully submitted, Bart Rippl

Recording Secretary and

Bay Village Idiot

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