

July 12, 2021 Bay Alumni Foundation Agenda

Business meeting: 6:30-7PM

Attendees:

Board / Trustees: Jim Joyce, Bill Smith, Al Nelson, Paul Hartranft, Tom Phillips, Judy Krueger, Eve Uhland

Interested Members: Peggy Joyce, Pete Just, Becca Gadbois, Bill Landers

Topics:

- **Confirm / vote on proposed by-law changes.** Bill presented by-law changes that had been agreed / approved previously and have now been formally documented.
- **June / YTD financial report:** - SEE DETAILS IN FORMAL REPORT
 - High-level fiscal year summary. **STRONG YEAR – GENERAL FUND, SCHOLARSHIP FUND AND ENDOWMENT HAVE ALL RECOVERED NICELY FROM COVID.**
 - Current cash position – general fund
 - June receipts / expenses: net gain / loss.
 - Outstanding expenses.
 - Investment performance – month / YTD – if we have Cleveland Foundation statement.
 - Endowment fund / class fund – any material change or class requests.
- **High-level FY 22 budget**
 - Known / required expenses
 - Three Shorelines – printing and mailing / returns
 - Annual financial report – printing and mailing
 - Tri-fold - printing
 - Homecoming weekend / homecoming brunch
 - Plaques
 - Decorations / signage / banners
 - Candy
 - Promotional items – should be good through 2021
 - Web site expenses – I think we should put some \$\$ in for M. Mutch support
 - Alumni Madness – may be 100% covered by receipts
 - Scholarships – should be 100% covered by accrued funds / receipts
 - Projected income / required income (what we need to operate)
 - Investment income
 - Projected standard donations (Shoreline)
 - Projected special donations
 - Alumni Madness – target to cover scholarships (should have headstart)
 - HOF Brunch / Homecoming Sponsorships
 - Special projects – like BAF corridor to be handled separately / self-funded
- **G-Suite vision and progress – update**
 - Password will be secure to allow for only alumni access.
 - Bill wrote an article for the Shoreline or annual report explaining the G- Suite.

- Board member emails
- Process documentation (update – do we have any open items)
- Shared file folders – access and when to start using
- Back file conversion scan of old minutes / Shorelines – do we want to do this? How far back? Who will do it?
- **Investment committee meetings** – when do we want those to be on the master schedule?
 - Is the investment committee still the same?

July 12, 2021 Bay Alumni Foundation Agenda: Peggy: Minutes Al: Time Keeper

General meeting: 7-8PM – Meeting Focus – Homecoming / Elections

Additional members in attendance (to those listed above): Carol Cole, Colleen Conroy, Kevin Missal and Susie Grubb

- **Call meeting to order. 7:05**
 - Note quorum present and sign attendee list.
 - Motion to accept June meeting minutes. **Judy made the motion to accept and Bill second.**
 - Introduce any new attendees. Becca, Colleen, Bill, John, Beth
 - **Beth Savage has been updating the database and has put many hours of work in. She is highly qualified for the position and is a real asset to the Foundation.**
- **Elections** – formally elect / accept key members. Honorary Trustee/Trustee/VP. **Jim made the motion and Judy second.**
 - Honorary trustee- Tom Roehl**
 - Trustee- Judy Krueger (previously elected / confirmed by board and trustees)**
 - Vice President – Eve Uhland**
- **Presidents report – Jim - 15 minutes – see attached PowerPoint**
 - Our vision.....
 - Monthly meeting focus / schedule.
 - Proposed committee structure & monthly focus
 - Formal Tri-Bay representative – needed? Who?
 - Tri-Bay event smaller
 - Homecoming
 - Sponsorships
 - Committee / punch list – volunteers
 - **Hall of Fame Brunch is at Avon Oaks Country Club on 9/25/21 at 10:00. Cost is \$40.**
 - BAF Corridor Project / BAF Videos - candidates
 - July/August Shoreline Articles
 - **BAF Facebook – activity driven by all to generate interest – please engage**
 - Status on Alumni Madness – location / confirmed event / communications
 - “Who is BAF and what do you do” – digital flyer
 - Little Brown Jug / Stadium Pavilion
- **Vice Presidents Report – Eve - 5 minutes**
 - Class rep interaction / status and quality of representation overall
 - **Reps are getting emails. Only a few have bounced back. Reps don’t appear to be interested in attending meetings via Zoom**
- **Treasurers Report – Bill - 10 minutes See treasurers report**
 - High-level fiscal year summary.
 - Investments / Investment Committee Meeting date(s) / Class fund status
 - Current cash position – general fund / June receipts / expenses: net gain / loss.
 - 2022 budget projection and needs

- Bill explained the Endowment Fund and the Cleveland Foundation. Currently, we have funds to cover 2 years worth of events. The sponsor packets will cover other expenses. Bill wants us to operate with at least one full year of operating expenses in reserve at all times – we will look to begin that process in 2021 and hope our expenses remain controlled, our giving consistent / higher, and our investments perform
- **Secretary Report – Bill - 5 minutes**
 - G-suite purpose / update and structure / access
 - August meeting date / time / location / focus
- **Communications Report – TBD - 5 minutes**
 - Shoreline / Rocket Blast topic(s)
 - Facebook
 - Alumni Madness announcement / planned date
- **Outreach Report – Judy - 5 minutes**
 - HOF update – Brunch Ticket Price & Reservations / Inductees Schedule & Bios Judy
 - Shoreline Podcast / YouTube – “Voice of the Rockets” Dave Waltz will read Shoreline for a podcast.
- **Traditions Report – Jim -5 minutes**
 - Should we try to digitize old versions of Shoreline / Villager / Blue Books?
 - Collect memorabilia for the corridor.
 - Historical items are in boxes with other objects. These documents/ items should be organized and scanned.
- **Governance – Bill - 5 minutes**
 - Process documentation – complete / open items
 - Database
- **New Business** Susie Grubb stated that Bay High is 95 years old and we should start thinking of ways to celebrate its centennial.
- Kay Laughlin (Bay alumni and Bay Village historian) passed away. The city put out a notice of her memorial service.
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- **Old Business**
- **Meeting Conclusion 8:05**

The August meeting will be a cookout on Monday, August 10th at the high school pavilion at 7:00. The business meeting will take place from 6:30 to 7:00.

Details will be forthcoming. We will plan to cook burgers, chicken and brats on the grill and will ask everyone to bring an item for a potluck.



AGENDA – AUGUST 9, 2021

6:30 – 7:00 Business Meeting – Bill Smith, Treasurer

Board and trustees: Jim Joyce, Eve Uhland, Judy Krueger, Tom Philips, Bill Smith, Al Nelson

Members: Becca, Kevin Missal, Bill Landers, Nancy Mitchell, Colleen Conroy, Peggy Joyce, Mike Joyce, Carol Cole, Kim Moyer, Bob Reed, and Lee Rohlke via Zoom

- 2021 Budget – see Bill’s report. Excellent outline of our expected expenses (in detail) and projections for revenue from our multiple sources.
- Jim stated that everyone should be congratulated on the recent financials and the increasing participation from members.
- Two and half years ahead with funded for scholarships – which is a tremendous position to be in – yet this is caused, in part, by the lack of expenses to support scholarship fund raising events.
- Judy moved to accept the budget and Jim second. All approved.
- July Financials reflected donations from homecoming sponsors and light member giving.
- G-Suite initiation for all board members / active members= officers have access and trustees will have access soon. Information will on the G-suite and will be “read only”. Bill gave everyone a short demonstration of the file alignment and the documents stored in each area.
- The legacy giving tri-fold pamphlets are ready to go and will be available for reunions and also sent to those who contribute over \$100. All were encouraged to use these when possible – at events – to encourage larger, planned giving by members.

7:00 – 8:00 General Meeting start time: 7:20

See attendance above

- **Communications:** Upcoming Shoreline (Rocket Blasts / Web / Facebook content) Upcoming Shoreline is full of information. Tri bay, scholarship winners, hall of fame, and strong/ good content. Should be our first move to a 11/12 page Shoreline – which will be printed 4 color and most likely on improved paper stock.
- **Outreach:** New / Current Class reps. – Eve / Becca Two new class reps. have been recruited to fill open slots.
- **Traditions:** BAF Corridor – start fund raising campaign next week / needs marketing items. Getting a drawing from John Faile depicting the alumni hallway. Fundraising campaign will begin soon. Biil wants to add to the budget.
- **Outreach:** Tri-Bay – what will be needed – Dan Lunoe will continue to lead the effort – all are encouraged to get the word out. Full page add planned for the next Shoreline.
- **Communications:** Keep the Facebook posts coming to drive interest (photos, polls, memories). The more activity we can drive, the greater involvement and interest in the Foundation.
- **Traditions:** BAF / BHS historic items box. Volunteer to promote on-line / prep. for corridor. Jim will start the effort, but more are encouraged to help / participate.
- **Outreach:** Tri-fold. As mentioned in business meeting – the legacy tri-fold has been printed and we have several hundred copies for the team to distribute and use at events.
- **Outreach:** Little Brown Jug The game is Westlake’s homecoming. Cris Filmer will do the printing on the new Little Brown Jug. Will be presented during the September 17th football game @ Westlake. More to come as plans with the Athletic Directors are finalized.
- **Traditions / Governance:** Digitize old versions of Shoreline / Minutes? Worth it? Becca volunteered to scan the documents. Kevin Missal / Jim Joyce will get in touch with Becca to get her the old copies which have been moved to our attic storage location at the high school.

- **K. Laughlin article – Facebook Site** Carol Cole read a story about her daughter and Kay Laughlin. Kay Laughlin was a substitute teacher. Daughter realized her dreams after being motivated by Kay Laughlin. It was a way to recognize all the Kay did for so many in Bay.
- **Governance - Financial Summary**: for those who weren't able to attend business meeting Bill provided a summary.

- **Homecoming**: - - - - - JJ/JK/BR/BL
 - Status of sponsorship packages – Jim Did really well with all the sponsorships. Have a lot to pass out during the parade and the revenue generated will help cover costs associated with the HOF brunch.
 - Status of brunch plans / ticket sales – Judy sent an initial message out on Facebook. Inductees will get itinerary for the events surrounding the weekend. Rocket blast and the next Shoreline will also list details of the weekend and the brunch. For the brunch, there will be tables of 10. Cash bar for alcohol. Judy and Nancy will manage pre-sales, registration and name tags.
 - Jim will be taping brief interviews with inductees after the homecoming assembly. This will happen at the high school on Friday afternoon or homecoming weekend.
 - Status of inductee plaques – Judy all have been ordered. Hoping to come in on time.
 - Review of weekend logistics / plans – Jim/Judy/Bob Reed/Bill L./Kevin
 - Details for the homecoming weekend will be outlined in a special Rocket Blast that we will send by the third week of August – inviting all alumni to join in the festivities.
 - The next edition of Shoreline – which should be out by Sept. 1 – will also cover the weekend details and will provide the profiles on the HOF inductees.
 - We will also continue to post reminders weekly on Facebook – focused heavily on the brunch tickets (Judy).
 - We will have 2 big trailers for the parade. One will have B A Y letters and alumni signs and speakers. The other trailer will have BAF members as riders – and can host roughly eight people. We will have walkers too – need at least six. Becca will ride on the float and will refill the tote bags for the walkers as necessary. BAF is not planning to throw candy this year.
 - **We need convertibles** – Bill S. will drive his convertible, he also has a jeep wrangler too in case we need it. Cristine H. has offered to drive again and has asked to drive Jack Bowie. Judy will drive Jim's car with Brooks. Luke Alteri is looking for a convertible to drive Jim Cahoon. We will need at least one to two more convertibles.
 - **Drivers** – please make sure you know to meet your inductee at the high school at the time indicated by Judy. This will most likely be around 5PM. Upon arrival the magnetic signs will be placed on the car, the "kit" with give-away items for the inductee to throw will be added and you will pick up your inductee. Everyone must be in line at the parade by 5:30 – best to exit out of the high school and head down Lake – so you can come up behind the floats on Cahoon.
 - Peggy will order a cake for the tent
 - Homecoming items that are coming in will be shipped to Bob Reed's
 - Judy and Peggy will work on decorations for the brunch.
 - **Packages** are still available if there is interest – but we need to cutoff any more by 8-15 because we most likely will not be able to get the promotional products in time for homecoming.
 - **Walkers** – please confirm with Jim or Judy so we know we will have at least six. Al and Jim have confirmed already. Kevin M., Bill L. Peggy and Mike J may also volunteer.
 - **BAF Float Riders** – one float will be full (the one with the B-A-Y letters and the speakers). The other float will be able to carry 7-10 people. Please let us know who plans to ride so we make room and look for you. Judy and Tom are usually riders – Lee may want to ride and Becca and her children are interested as well. Any others let Jim or Judy know. Brian Maciag – photographer – will also be on/off the float as it travels the route.
 - **Homecoming tent / brunch supplies** – are all in the attic above the choir room at the high school. The door is locked – so we need either Jason Martin, Matt Spellman or a custodian to open it when someone needs access.

- **Light The Night** – at this moment, we do not yet know whether the Light The Night fund raiser for cancer will happen on Thursday night as it has in the past. Jim is in touch with Jason and Matt – they said they will let us know when a decision is finalized. The delay most likely is caused by COVID implications.
- **Friday afternoon** – Kevin, Jim and Bill Landers will help Bob Reed with a number of items – including the following (anyone else willing to help is welcome):
 - Decorating / setting up the floats.
 - Working with custodial staff to make sure the tent / tables / chairs are set up at the stadium.
 - Getting supplies and give-away items to the tent from the attic – including water for the koozies, legal pad to collect alumni names, etc.
 - Hanging banners around the tent.
 - Preparing “kits” of give-away items for the inductees to throw from the convertibles during the parade and placing them in the cars. Placing the signs on the cars.
 - Preparing the walker tote bags full of give-away items. Refills will be available during the parade on the float (Becca will handle).
- **Post game tear down** – one of the items many forget that we need to do is to “tear down” the tent and pack everything up after the game. It all goes much faster if we have several people. We will need to pack everything up and get it back into the high school for safe keeping. Best to do this all on Friday night and be done with it. Please plan to help.

Kevin saw Tom Roehl today at the barber shop. Kevin was able to tell Tom how much he is appreciated and how thankful we are for all he has done for BAF.

Class of 2021 completed their time capsule.

Next meeting September 13th at 7:00 at the Bay High School Library.

Adjourn: 8:05

AGENDA BAF MEETING

September 13, 2021

Call business meeting to order: 6:30

In attendance Judy Krueger, Jim Joyce, Bill Smith, Tom Phillips, Paul Hartranft, Peggy Joyce, Eve Uhland, Susie Grubb, Pete Just, Brian Maciag, Bill Landers, Kevin Missal, Bob Reed.

Treasurer's Report

Bill review the YTD summary details per the financial statements that were distributed prior to the meeting. With our cash position improved / improving, he suggested we may want to hold an investment committee meeting – to include all board / trustees – to consider placing some of the current funds in a more restricted use account. Bill will follow up on this idea at the next formal investment committee meeting. Cash management, fund raising and cost controls have been good – as have our investments. We are in a much better position than we were in 2020 and years prior. Our planned expenses beyond homecoming are for upcoming Shoreline editions and any funds needed to support Alumni Madness.

PRESIDENT'S REPORT:

Approve the minutes from August meeting. Paul made a motion and Judy seconded. All were in favor.

Thank you to Marie Rohlke Lowe for the work on the new Shoreline format – the feedback has been excellent. Thank you to Pete for the new Shoreline print quality. Thank you to all for the submitted content.

It was mentioned that the printed edition did go to more people than it should have – we included about 400 individuals who should have been digital only. Judy mentioned she would discuss with Pete and Beth to coordinate a scrubbed list for the next issue.

Bill mentioned that a few articles that had been submitted were missed, including an article he submitted re: the class of '71 reunion. Jim does a full draft of the Shoreline well in advance of the final draft being submitted. He sent the draft to Judy, Bill and Marie a few times prior to the final draft being completed. There was a mixup re: suggested articles being submitted directly to Marie – rather than to Marie and Jim – which is how they were most likely overlooked. We filled all 12 pages with alternate content – yet it could have been adjusted for the reunion announcements had Jim known they had been submitted. We welcome all content – please submit any suggested photos or articles to both Jim and Marie well in advance of planned final copy dates.

Significant discussion regarding all homecoming weekend plans – to include Light The Night, PEP Rally, Inductee Interviews, Parade, Game and HOF Brunch. Bob shared some examples of the promotional items – and how they had changed in overall size given restrictions on various product elements. Bob took everyone through the plans for the floats, giveaway items, parade placement, etc. Bob's planning and coordination was phenomenal – he always makes homecoming very special for BAF and the whole community. Names of alumni who have requested to ride the floats were submitted by Judy – we have several this year – which is very encouraging. Bob noted that we will be throwing candy again this year – so walkers remain really important for safety. Jim, Peggy, Mike Joyce, Kim Moyer, Suzie all signed up to be walkers. He invited anyone to come to his home on Friday AM to help with float prep. – Kevin and Bill were planning to be there, Carol Cole also showed up.

PEP rally will be outside at 2PM and inductees will attend. Judy will introduce the inductees. Items in the high school attic need to be taken out and placed by early Friday – as it will be a busy day and gaining access to the room will be difficult. Judy will send note out to all alumni re: Light The Night and the opportunity to purchase luminaries. Bill offered both his car and jeep to carry inductees.

Brunch – Susie needs help getting items from her house to Avon Oaks – we do have permission to get in early on Friday for setup. Several people volunteered. Saturday morning setup will begin at 8:30 AM. Nametags have been planned and printed by Nancy (thanks Nancy). The program are in and Pete shared them with us. Best ever – by far. Excellent content, look and feel. Thank you Marie, Judy and Pete. We are expecting over 80 people at the brunch. Jack Bowie has sent his induction video, Jim will make plans to have video / sound equipment available to view it at the brunch. Items / photos from all events can be uploaded to the BAF dropbox site for future use – and will be uploaded to the

Facebook site by Brian, Jim and Judy. There was considerable discussion about what photos we would like to make sure Brian gets while he attends all events. Brian, thank you for agreeing to do this! **We are all planning this to be the best homecoming weekend ever.**

BAF HOF Corridor – Jim shared updated drawings, plan and expected budget. He also planned a model for fund raising. We are ready to make a motion to move forward with the plan. Jim made a motion to begin fund raising, July 2nd. All were in favor. Some discussion continued re: whether spending all the required money on the inductee boards made sense. Alternatives would be considered if we can come up with something acceptable. Judy has created a draft of the initial fund raising letter to send to select members who we believe will step up as Benefactors – our highest giving level at \$3,000 each. We need at least seven of them – we have one already – Dale Hamilton.

Next meeting Monday October 4, 2021 at the Police Station – business meeting at 6:30 – general meeting to follow.

Call business meeting to order: 6:30

Noted quorum present – including all active board members and three trustees.

In attendance Judy Krueger, Jim Joyce, Bill Smith, Tom Phillips, Peggy Joyce, Eve Uhland, Susie Grubb, Pete Just, Brian Maciag, Bill Landers, Al Nelson, Colleen Conroy.

Treasurer's Report

Bill reviewed our YTD financials and a compare YOY. We are doing well – everyone should be proud. We need to remain focused on simple fund raising to sustain the momentum. Bill also reviewed his draft of the annual report – which is excellent on two counts: (1) it's great to have a head start – hopefully we can get it out by the end of this month, (2) Bill did a tremendous amount of analysis on giving. The report will show the giving units by decade – we are clearly still too reliant on three decades of alumni. 15% of all donations from the 50's, 30% from the 60's, 44% from the 70's and only 7% from the 80's. The 50's, 60's and 70's still account for 87% of our donations. The number of donors nearly doubled in the past year, and our average individual donation has increased (it has doubled over the past three years) – both great signs. Our goal remains the same, we need to recruit the next generation of BAF leadership. I would encourage everyone to look at the report – he sent the draft to all board members and the trustees. It is excellent, contains our goals and we can use it to help set our most primary financial objectives – which lead to all the good we can continue to do for our alumni and community.

PRESIDENT'S REPORT:

Approve the minutes from October meeting. Judy made a motion and Tom seconded. All were in favor.

We presented **Becca Karl Gadbois (BHS '93) as our candidate for BAF Secretary**. The vote was unanimous. Congratulations Becca! Becca has been very active keeping our web site up-to-date and has been a tremendous asset to BAF. Thank you Bill Smith for serving as both treasurer and secretary for the past year.

A proposal to **reconstitute the BAF scholarship committee and program** was presented. A vote was taken and all were in favor of the new program elements – which will become effective when we submit the details to the BHS Guidance Office later this month. The new plans will be outlined and placed on the BAF web site – it was decided that the details of the scholarship program do not need to be covered in detail in our by-laws. The by-laws will be amended to reference the program as documented.

Reminder to all that a **December Shoreline** will be coming. **All content is requested by 11-15-21**. We have several items already planned for this next issue.

More discussion regarding the **BAF HOF Corridor** and our need to choose the partner and design for the inductee wall expansion. We have architectural drawings, approval by the school district and fire marshal to move forward with the plans submitted. Fund raising activities will begin ASAP and will require \$45-50,000 in total funding.

The **Alumni Madness** event will occur in March 2022. Plans will be finalized over the course of the next two weeks for a definite date, location and activity. The goal is to get the details in the December Shoreline edition. The event will remain a fund raiser for BAF scholarships.

Thank you to Al Nelson (BHS '62) and Dan Lunoe (BHS '00) for another excellent **Tri-Bay Golf Outing**. What a fantastic event. Thank you to Bill Smith ('71) for assisting with facility access.

It was noted that **Investment Committee** requirements have been met for the year.

Brian Maciag ('78) was recognized for his wonderful pictures of the **homecoming weekend activities**. A big thank you to all who dedicated so much time to make homecoming 2021 the best yet. Judy Krueger, Susie Grubb, Peggy Joyce, Nancy Mitchell, Brian Maciag, Bob Reed, Kevin Missal, Bill Smith, Becca Gadbois, Eve Uhland, Kim Moyer, Al Nelson, Pete Just and many more.

The **December meeting** will be held at **Veranda**. We are targeting **Monday December 6th at 6:30 PM**. At this time we have 14 planned attendees. Anyone else planning to join, please contact Jim so we can add you to the reservation. The December meeting is both a formal BAF meeting and a time to celebrate together. BAF does not pay for the event.



Meeting Minutes December 6, 2021

Attendees:

Jim Joyce, Peggy Joyce, Al Nelson, Tom Phillips, Bill Smith, Judy Krueger, Becca Karl Gadbois, Paul Hartranft, Colleen Conroy, Brian Maciag, Kevin Missal, Nancy Smith Mitchell, Susie Grubb.

Motion to accept October minutes: Judy made a motion. Kevin 2nd. All were in favor.

Financial Meeting:

Bill reviewed November YE financials. \$2,300 loss for the month (investment update). PayPal donation process on the web site hit a glitch and some were not able to donate. Bill identified it and Becca corrected it. Bill sent personal notes to all impacted and asked them to retry. Annual report was released to the web site, Facebook and via email. It is an excellent report that covers a tremendous amount of facts and details about The Foundation. Our financials need to be moved off the current server at M&M, which means we will need to purchase our own updated version of Quick Books – updating it to 2021.

Business Meeting:

Jim and Judy met with Interim Superintendent Char Shyrook and Communications Director Karen Semancik for three hours earlier in the month. Discussions centered on improved collaboration and alignment relative to issues that have divided the community – and how we (BAF and Administration) can collaborate to help bring the community back together – which will be required for levy passage (current thinking is launch a levy campaign in November 2022 – in the hope of passage in 2023).

Discussion moved to the **celebration of the 100th anniversary of Parkside / Bay High**. Overall plans were discussed to attempt to do an activity / event every month in 2022 – connecting the schools, community and Foundation. A list of ideas was reviewed and documented. Navigating COVID will add a dimension that will make it somewhat more challenging. Next step was to review the list of ideas with Jason Martin – high school Principal – to gain his commitment and involvement.

Jim and Judy met with Jason Martin and Matt Spellman (AD) to provide an update on the BAF HOF and BHS History Corridor, and to discuss the 100th year celebration. The list of possible events to celebrate the 100th was reviewed. Jason was reluctant to commit to too many items based on COVID and how strained the administration has been in the past year. I have attached a list of the thoughts and ideas that have come from the District, BHS Administration and BAF. We will discuss during our January meeting to see which ones we absolutely want to do. The District and BHS are discussing them as well and we plan to make a joint presentation to the school board on January 11, 2022 relative to the overall

plan. **Please look this over prior to our January meeting so we can get through the discussion quickly and make our decisions.**

Corridor / BHS: The glass display cases that are part of the plan for the corridor will need to be properly received, assembled and placed (they will arrive in boxes and will be hundreds of pounds each). New electric outlets will be required on the west wall of the corridor to allow for the LED lights in the cases. BAF asked for assistance from the high school maintenance staff to assist with the assembly and installation. Jason advised us to consider donating the cases to BHS / Bay Schools – which then makes it their responsibility to do the assembly and installation. Bill and Jim authored a letter to Jason to initiate the donation – which included a restriction that the cases will always be used for BAF purposes only. Jason will take the request and plan to the Board in January. A more detailed plan for the corridor is included as an attachment. Specific motions will be made at the January meeting to get this moving.

Bay Alumni Network & Alumni Career Choice Mentoring: In September Jason asked us to consider starting an alumni network for college bound / current college students. This is the second time he has asked us to initiate and lead a program like this – it is a passion of his. The intent would be threefold:

1. To connect students who are considering a certain school with alumni who attended that university – enabling the prospective student to ask questions, gain advice and possible support for their plans (support = recommendation, not \$\$).
2. To connect former BHS graduates who are in college or have recently graduated with BHS alumni who may live in the area where the student is now living – for support and guidance where required.
3. To provide a monthly alumni career mentoring night – focused on a specific career area – where alumni would come to the high school and roundtable with students and their parents regarding the students interest in that career choice.

If we agree to do this – and Jason has asked several times – we will need someone to volunteer to lead a team to make this happen.

See attached list of ideas for the full year 100th celebration (I do not suggest printing this out – it won't line up well).

Bay High School - 100th				
Suggested Activity	Target Month	BAF Role	BHS Role	District Role
Kickoff - announcement by Bay School District. Kick off the year-long centennial celebration with a press release announcing some of the events taking place throughout the year. Content in ENews, hard newsletter, social media, news media, city of BV newsletter.	January	Replicate announcement / schedule on BAF web site / Facebook Page.	TBD	Announcement / logo
BAF members recording / live streaming / providing in-person history of Bay Village / Bay High School at the elementary, middle and high school levels. Preference would be in person. The presentations would be adjusted to reflect the audience (e.g. 15 minutes for elementary, 30 minutes for middle, 45 minutes for high school). Can do a virtual townhall on the 26th for those interested in participating.	January / February - COVID dependent	Prep content (review w/BS/BHS) and deliver in whichever mode is preferred. In-person with students preferred to we can interact, but if we have to Live Stream / Record because of COVID - we can make that work).	Help coordinate time / location / delivery. If we choose recorded version - maybe assist with recording.	Approve content / help with delivery coordination. Live Stream to interested parents?
BHS Snowball Run (Saturday, Feb. 5, 2022 at 9 a.m.) is an official Centennial	February	Recruit alumni participants	TBD	Karen to provide logo for Paul Sutherland of BRA. Karen to help
New / Reprise AFS Talent Show Skits / Performances: Investigate whether there is any interest in groups returning to reprise a skit they may have done "back in the day" – to entertain an audience at the auditorium. Can be new skits or performances focused on the 100 th year as well.	February 26 if we are going to combine w/BHS talent show - or shoot for a March date if there is enough interest for an Alumni-based event (funds going to drama club).	Plan, coordinate and chair the event w/a group from the high school (students)	Help find a group at HS willing to work it with BAF - help promote student participation to mix w/alumni skits / performances. Determine where any money raised could go.	Promotion
Bay Alumni Madness event at Bay Lanes - 21 and over alumni night of bowling and socialization. Fund raiser for BAF Scholarships. Normally sold out. Saturday March 26.	March 26, 2021	Plan coordinate / host	Nothing - attend if interested.	Nothing - attend if interested
BHS Spring Musical is April 7-9, 2022 and would be an official Centennial event. Friday, April 8 would be the special Alumni/Centennial night. Invite alumni thespians, and all alumni, back to the show. Alumni thespians could do a talkback with the cast/crew before one of the shows or invite backstage before/after the show	April	Recruit alumni participants to attend and to participate in the "talk back"	Planning the event as per norm.	Help promote participation
Plant a tree (Buckeye / Evergreen?) or "victory garden" at each school - with plaque celebrating 100th. Coordinate with Earth Day 2022 - April 22	April	Participation and support (funding and personnel). Local nursery donation?	Promotion	Promotion / Approval / Funding
Teacher Appreciation Week is May 2-6, 2022. This is an official Centennial event. Share your favorite BHS Teacher Memory to be posted on social media.	This has already been covered extensively on the BAF Facebook page.			

See Page Two Below

Lolly the Trolley tour of historic Bay / BHS – tours would be narrated by BAF members and willing citizens. Follow scavenger hunt route. Coordinate with Bay Historical Society. One evening per month. One day during Bay Days in July.	May / June / July	Sponsor. Re-purpose collected history into a series of sites.	Promotion / student volunteers	Co-planning of content, locations, information presentation, path to follow
City-wide family scavenger hunt – based on the history of Bay / BHS. Students and their families could be led on a scavenger hunt to see important spots in our history. Char suggested the district may be willing to create a QR-code presentation where the participants could scan the QR code when they hit a specific spot and see / hear some more history on that location. We could layout the plan and allow people to travel it over June and July on their own - then align the formal event with the Family picnic date in August. Instead of doing it on one date - that people might miss because of vacatio, summer activities - allow them to enjoy it on their own - but also join on the official date of the picnic for those who can. Collaborate with Bay Historical Society?	June / July / August	Re-purpose collected history into a series of sites.	Promotion / student volunteers - possible project for video production class (QR code)	Co-planning of content, locations, information presentation, path to follow
Bay Days booth - develop a printed brochure of our 100 years and give it out. Have two smaller booths for free traditional games for kids to play.	July - Bay Days	Use history presentation to create a 4-6 summary brochure with text / photos to hand out. Pete Just to print. Marie Rohlke to format. BAF/BS to help fund (est \$300).	Help recruit student volunteers to work booth(s) and dress in old outfits.	Possibly help print or fund the brochure
A summer picnic on the school grounds for families. Activities could be planned (e.g. band playing, etc.). This could be called a non-formal all class reunion. Invite food / ice cream trucks to participate.	August	Recruit participants - provide support as directed by BHS/BS.	TBD	TBD
A return of band alumni to perform the Alma Mater and Fight Song on the field with the band at a football game. Would need to be coordinated – need to recruit an active former band member / leader to help lead the effort with Mr. Allen (current BHS band leader).	September (not homecoming weekend - too much going on to coordinate at that time)	Help coordinate, recruit participants - communicate details.	Lead - provide up-front direction re: what to wear, where to be, practice, how participants will line up, planning for on-field interaction	TBD
Open BAF / BHS History Corridor at High School - celebrating 100th with display cases / artifacts / wall wrap of history, etc. We would like to do the opening in September - inviting donors to the event, invite HOF members to the event....then we do a second "opening" homecoming weekend.	September	Fund raising, procurement of items, collection of artifacts, presentation of artifacts.	Assist with coordination and installation of display cases, required electric for lights in cases, oversight / approval of wall wrap	Approval of plans / assist with promotion
Fall sports recognition: Recognize state champion / SWC champion teams prior to football games – coordinated. Must meet a time limit of 5-10 minutes prior to game – also needs to have a collection point for all those returning to be recognized (HS Pavilion prior to game - Bay Lodge after?). If Rockettes / Cheerleaders / Majorettes are back - then can join the recognition. We do not propose calling out individual names - but just assembling a group of alumni in the end zone and making an announcement welcoming them back.	September	Invitations, coordination, communication and alignment with BHS direction	Direction	Promotion
Hayrides through the Metroparks during homecoming week – narrated by BAF members. Option is to coordinate with Bay Heritage Days / Antique Sale if they are happening.	October (not on Friday of homecoming week)	Planning and coordination.	Promotion / student volunteers	Promotion
Alumni attending the homecoming PEP rally – forming a tunnel by sport – to congratulate the senior athletes as they are introduced. Brings back more alumni for homecoming and kicks off the weekend for them.	October	Communicate and help coordinate.	Coordinate day of event.	TBD
Homecoming – special float / other activities representing 100th.	October	Coordination, sponsorship (\$\$) and creation.	Lead as per norm for homecoming parade.	TBD

See Page Three Below

<p>Winter / Spring sports recognition: Recognize state champion / SWC champion teams prior to basketball games – coordinated. Must meet a time limit of 5-10 minutes prior to the game – also needs to have a collection point for all those returning to be recognized before / after (Bay Lodge?). If Rockettes / Cheerleaders / Majorettes are back - then can join the recognition. We do not propose calling out individual names -but just assembling a group of alumni in the end zone and making an announcement welcoming them back.</p>	<p>November / December / January 2023</p>	<p>Invitations, coordination, communication and alignment with BHS direction</p>	<p>Direction</p>	<p>Promotion</p>
<p>Rockette / cheerleader / majorette recognition: Recognize them at football and basketball games throughout the year – prior to the game. Also focus on a special area / recognition in the new corridor since we are coming up on the 60th year of the Rockettes - we might as well do that at the same time.</p>	<p>November / December / January 2023</p>	<p>Invitations, coordination, communication and alignment with BHS direction</p>	<p>Direction</p>	<p>Promotion</p>
<p>Launch Alumni Mentorship Nights / Alumni Network. <u>Part One:</u> Focus on a defined profession every month - BAF recruits local alumni who are leaders in that profession to meet with any interested students / parents in an evening at BHS. Alumni would answer questions, offer advice, mentorship and support pursuing the college / trade education of the student(s). <u>Part Two:</u> <u>Create a national alumni network / database</u> - students who want to attend a specific college / trade school can reach out to registered alumni who attended that university for advice / support. This database could also be used for students who attend college in a distant location to reach out to local alumni in that location for support / guidance as desired.</p>	<p>October - week of Homecoming would be the announcement - activity to begin in November</p>	<p>Create the database and list of volunteers by college/university/trade school/profession. Work w/BHS to pick careers to focus on each month and line up alumni attendees. Make the private database accessible to students / graduates for their use in contacting alumni who attended a specific university or live in a specific area. Will need permission from each participating alumni member to share their contact info (will make it password accessible - not open).</p>	<p>Help coordinate / host monthly events. Help link interested students to the mentor network.</p>	<p>Support and promotion.</p>
<p>Reprise or combine PEP band members (alumni and current students) at Basketball game?</p>	<p>Basketball Season Pick two dates and make them register - so we know what instruments / how many.</p>	<p>Invite band members to register to attend a game and play fight song, etc.</p>	<p>Help coordinate by listing instruments welcomed back and providing music up front</p>	<p>Promotion</p>
<p>Work with the city re-create an ice rink in Cahoon Park – the former rink bunkers no longer exist – to make this happen – a wooden frame would need to be constructed – lined with some sort of barrier and flooded.</p>	<p>December / Jan 2023</p>	<p>Discuss with council and help with any funding / resources. Re-create skating rink of the 30's-70's</p>	<p>Promotion / student volunteers</p>	<p>Promotion</p>
<p>Coordinated Christmas Caroling – jointly led by current BHS Choir / Choraleers – with volunteers to cover certain neighborhoods and then meet at the school afterward for hot chocolate and singing. Band members may be interested in attending to play some of the songs at the gathering place.</p>	<p>December</p>	<p>Participation and coordination</p>	<p>Promotion / student volunteers</p>	<p>Promotion</p>
<p>BHS Christmas Concert - remind alumni to attend to join choir for closing song.</p>	<p>December</p>	<p>Communication / Participation</p>	<p>Nothing</p>	<p>Nothing</p>



General Meeting Minutes- January 4, 2022 via Zoom

Attendees:

Jim Joyce, Bill Smith, Judy Krueger, Becca Gadbois, Tom Phillips, Al Nelson, Susie Grubb, Pete Just, Lee Rohlke, Kevin Missal, Paul Hartranft, Brian Maciag, Bill Landers

General Meeting called to order 6:48 p.m.

Motion to accept December minutes: Judy Krueger moved to accept the minutes from the December meeting. Tom Phillips seconded. Motion carried. December Minutes Accepted

Alumni Madness Event:

Judy Krueger presented information about the Alumni Madness Scholarship Event on March 26, 2022. The cost will be \$40/ bowler (includes shoe rental, food, prizes), \$30 if not bowling. Event Brite will be used for ticket sales. There will be a cash bar. The goal is to raise \$2,000 for scholarships. We don't actually have to raise that much because there is balance in the account. Hope to give out two \$1,000 scholarships. Need attendance. Lane assignments will be by class. New logo was in the Shoreline. Jim will try to get sponsors. Pete to print two banners. Nancy will keep track of reservations and help with lane assignments. Susie to help with decorations and food. Brian to take pictures. Peggy and Eve to help with prizes. There will be 12 lanes. Need 12 people to bring people from their class. Jim asked if we raise more than \$2,000 can we use the excess for the corridor? Bill explained that if we've advertised that the money is going toward scholarships it will all have to go to scholarships. Sponsorships may be able to go to general fund.

BHS 100th anniversary celebration:

Jim said the district has basically taken some normal planned activities and named them "The 100th anniversary x, y, z..." We would like to have some unique 100th anniversary activities. Jim asked that everyone please review the suggestions in the form that was sent out and give feedback. Jim asked over all thoughts on participating and how heavily should we participate? Judy thinks it would be fun and a good opportunity to engage a lot of people. Need more than 2 or 3 people to help though. Would be neat to have the band alumni come back and perform the alma mater on the field. For pep rally, the idea would be to invite alumni that played fall sports to create a tunnel on the field. Not much work for BAF other than making people aware of it. More participation would be required if we did a booth at Bay Days. We wouldn't necessarily have to do all 4 days. Judy also suggested selling 100th anniversary ornaments with logos. We could sell them at all of our events and could make \$5,000 if we sold \$250. Jim asked again to please look over the list and make suggestions so we can finalize what we will do. We are definitely committed to doing a presentation of the history of bay schools.

Alumni/Hall of Fame Corridor at BHS: Four components: 1. We have to expand the wall- will be \$20,000 2. Cases- don't need to be really expensive, 3. Runners, 4. Wrap- history along the wall with pictures. Everything has lead time. Cases will be at least one month. Need team to plan the wrap. Wrap should be floor to ceiling so it can't be picked at if it starts in the middle. We have a basic design and measurements but we need to plan exactly what the wrap will consist of. Susie Grubb asked what the sizes of the display cases will be. They will be 48x72x18 per Jim. We are planning for four

cases. Jim would like to get together with Bill and finalize the orders for the cases and runners, then get a team together for the wrap. Bill would prefer that we loan funds from the operating fund to the corridor project that will be paid back from fundraising for the corridor.

Judy moved to order the display cases and the runners for the BAF hall of fame corridor and use the funds that are in the Hall of Fame Corridor Restricted Fund. Tom Phillips seconded. Motion carried.

Bill moved that the general fund will loan up to \$10,000 at zero interest to the hall of fame corridor if needed to fund expenditures before fundraising is completed. Tom Phillips seconded. Motion carries.

We will most likely donate the cases to the school so they will receive them and accept responsibility for the maintenance.

Alumni Network and Mentor Nights:

Proposal is to start next October focusing on a different career each month. Find alumni in that career field to talk to students in the cafeteria on mentor nights. Judy Krueger moved that we form a team and have Alumni Career and Mentorship nights at the high school monthly October, November, Jan, February, March, and maybe April. Tom Philips seconded. Motion carried.

The second part would be a volunteer national network so kids can connect with alums who went to particular schools or be a connection in a particular location. It would be all volunteer and covered by legal disclaimers for both alumni and students. BAF would only be a facilitator of the connection.

Discussion as to how to obtain the information. We could add a subsection to the contact information update form via the website. Alumni could opt into the network and provide their college, career, etc. to be added to the database. Also add to change of address/donation form in the Shoreline. Students could request the connection through a website form and BAF would make the connection.

Becca and possibly Eve to attend meeting with Jim and Principal Martin to further discuss the logistics. Bill and Pete also offered to help.

Meeting adjourned at 7:59 p.m.



Bay Alumni Foundation – Meeting

Minutes February 7, 2022

6:30 Bay Village Police Department – Community Room

Meeting called to order at 6:50.

Jim noted quorum present.

Board and Trustees: Jim, Judy, Tom, Al, Paul

Members: Peggy, Nancy, Pete, Susie, Kevin, Joanne, Colleen, Brian

Al made a motion to accept the January minutes. Tom second. All were in favor. Motion passed.

- Jim noted the financial report was available to all via Google Docs. All had received it.
- Bill put forth a proposal (motion) via Jim for a Board Designated Reserve Fund.
 - Board directed set aside of funds to provide two years of future Foundation funding.
 - \$20,000 will fund basic operating expenses for two years.
 - Funds are currently in the Cleveland Foundation and will be invested in our current portfolio.
 - Money will be accessible via board vote – if needed – for special projects / needs.
 - Al made a motion to accept the proposal. Judy second. All were in favor. Motion passed.

General Meeting:

- Jim noted \$3,800 paid to Varsity Pride as a down payment for the corridor wall wrap. This is ½ of the expected cost.
- Fund raising efforts are now starting:
 - Email has gone out to all Distinguished Alumni / Educator HOF members.
 - All class reps. received a package from Eve – helping them with detail to approach their classmates with a target to raise \$1,000 per class year.
 - Each donor level comes with specific benefits as outlined in the fund raising documents.
 - If necessary, we will use money from the general fund to initiate progress – with the intent to repay what is “borrowed” from the general fund.
 - Jim will post an announcement on Facebook and encourage all members to donate.

- Jim is engaging Bay Rockets, Bay Educational Foundation, Bay Men’s Club, Bay Historical Society, Bay Baseball Club, Bay Band Boosters and other organizations and encouraging participation.
- A Rocket Blast will be sent to all alumni – specifically targeting all those who are not on our Facebook site.
- Jim reviewed the schedule for the Centennial celebration – activities outlined for nearly every month – with BAF in the lead on most efforts. Volunteers and leaders needed for each activity. Great collaboration with BHS Administration and the District. Activities are outlined in a full calendar – including fireworks, all-community picnic, Bay Days, alumni band event, Earth Day event, etc.
- Tom Phillips provided the timeline of the first 50 years of high school in Bay Village – Jim and Eric Eakin used this to prepare a ZoomCast hosted by Bay Schools for the entire community.

Corridor Project:

- Committee met at the high school. Decades have been assigned to specific individuals – to choose up-to 10 photos from each year as wall wrap submissions.
- Jason Martin – BHS Principal attended the meeting.
- Photos from Facebook and the Bay Historical Society cannot be used because they have been copied and compressed too many times – which causes them to lose their resolution. A team will be working to take direct photos from each of the 100 yearbooks to help us keep quality high.
- Susie Grubb has figured out how to do this – working with Apple and others – to verify that an iPhone 11 or 12 will take high resolution photos of photos – which will reproduce well.
- Susie, Judy and Al have been taking pictures from the yearbooks and placing them in the Dropbox site for all to view and help make recommendations.

March Madness:

- Tickets are on sale via EventBright
- 3 choices are presented:
 1. Bowling \$40
 2. Social \$30
 3. Make a donation
- Sponsors are all signed up / sold out.
- Colleen and Peggy will help find / prepare gifts (gift bags) for awards like first gutter ball, first strike female, first make strike, etc.
- Kevin will help identify available prize items in the BHS attic for use – pens footballs, frisbees and possibly lottery tickets.
- Flags with the 100 year logo will be ordered – to fly at each of the four main schools, inside the district and high school offices and some may be used as prizes as well.

Discussion:

- Discussion about ordering shirts, hoodies, etc. – with the 100 year logo – to sell at the March Madness event.
- The centennial schedule is on Facebook and the alumni web page. There are a lot of exciting events planned for the year.
- Bay Alumni received \$800 from the Tri-Bay event.
- Jim went around the room for additional comments / discussion.

Meeting adjourned 8:10.

Next meeting Monday, March 7, 2022 at 6:30 Bay Village Police Station community room.

Respectfully submitted: Peggy M. Joyce – Recording Secretary

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BAF Minutes: Monday March 7, 2022

Business meeting -Call to order: 6:45

Board and trustees: Jim Joyce, Eve Uhland, Judy Krueger, Al Nelson, Paul Hartranft, Tom Phillips and Bill Smith via Zoom.

Membership: Peggy Joyce, Bill Landers, Kevin Missal, Pete Just, Susie Grub, Colleen Conroy, Becca Gadbois, Joanne Murphy and Kim Moyer

Treasurer Report (see report). Bill reminded everyone that we approved the board designated fund at the February meeting – he made those changes (\$20,000 set in reserve). Monthly income (donations) were strong and covered a number of areas including: Voiers Scholarship, BAF Scholarships, General Fund and Corridor Fund. \$8,500 was noted for the corridor. Investment income from the most recent report was \$5,400 (yet it is expected that we have suffered fairly substantial declines since that report – based on investment markets). Scholarship fund has \$6,800 in it currently – and is expected to grow via the Alumni Madness event later this month. Operating fund (unrestricted) has \$21,000 in cash. Bill also reviewed the current investment strategy and fund balance.

Jim read part of the February minutes. The February minutes were subsequently approved via email. Motion was made to accept the minutes, Judy, Colleen, Nancy, Peggy, Jim, Tom and others approved.

General meeting

Call to order: 6:55

Jim welcomed everyone to the meeting. Quorum present.

Thank you to Becca for updating and working on the website and the donation page.

- Becca demonstrated the website and updates. An email will now be sent to the treasurer and database administrator when a donation is made.
- Eve said that the classlink for her class goes to the wrong class. Becca will fix the link.
- New events calendar is now active.
- Corridor information is on the website.
- Becca is working on the Distinguished Alumni and Educator pictures and bios for the website.
- The Shoreline is on the websight going back to 2008.

100 Years of Bay High:

Jim gave a review of the Alumni hallway and the centennial celebration of Bay High. The school and community are very supportive. Jim stated donations from community organizations and Jasen Martin (BHS principal).

Judy thanked Jim for all his hard work and for his posts on Facebook that are drawing alumni from all years.

Cabinets for the alumni hallway have been identified. Judy has been working on some discounts with the company. Four cabinets should be ordered soon. Cabinets are real wood / tempered glass and have locks and lights. The glass is ¼" thickness (same as other display cabinets at the school). Shelves are adjustable. Additional shelves were ordered to help add flexibility to display efforts. The cabinets have a 50-70+ day backlog.

Centennial celebration

Centennial activities are in full swing. We had a great event occur during the annual Talent Show – where an alum from the class of 84 played his cello for the audience live (via Zoom) from Brazil. He has been in the Brazilian Orchestra in San Paolo for 24 years. At the end he played the Bay Fight Song and wished everyone at Bay High a Happy Birthday and said he missed everyone. It was a real highlight of the show.

The next events are Alumni Madness in March and the Spring Play in early April. To continue the celebration our hope is to plant trees on Arbor Day – one at the Middle School and one at the High School. Each would have a plaque commemorating the centennial. Jim is looking to collaborate with the city and school district to get this done. He is speaking with the city service director re: the type of tree they will recommend – and hopefully fund – as well as the district regarding the plaques.

Flags with the centennial logo on them have been ordered (11). These will fly in front of the schools, inside the high school and hopefully in front of city buildings. We will also have one for the corridor and to use during homecoming and Bay Days.

Jim also talked about engaging the garden club to possibly have a display of flowers in front of the high school this year – in the form of a "100".

Upcoming activities for the centennial:

- April – Arbor Day - plant trees at a few of the schools
- April- Alumni night at the Spring Play (Friday, April 8, 2022)
- May – field day
- Bay Education Foundation is discussing a tailgate gathering before graduation.
- Lolley the Trolley or bus tours during Bay Days. Renting Lolley the Trolley is a 2.5 hour minimum.
- Having a tent / activity at Bay Days. Bay Ed. Foundation would like to collaborate with us – to help sell centennial XMAS ornaments.
- All community picnic at Bay High in August. Fly 100 Year logo flags at the schools
- Homecoming & Corridor Grand Opening

- Band alumni at the September game (only 1 home game in September). Joanne volunteered to work with Mr. Allen to orchestrate the event.
- Recruit alumni to work with the students to create class floats. Space for building floats needs to be researched.

BHS 100 year apparel: Pete Just presented some designs and ideas for apparel to be sold at March Madness – hoodies, ladies zip hoodie, half zip and T-shirt.

Everyone thanked Pete for his designs and hard work.

Pete demonstrated an online ordering site that could be implemented a few times a year.
magnolapromo.com

Judy reported on the progress of the Alumni Hall wall wrap.

A sample was received from Varsity Pride. The members in attendance decided that the wrap would be better with only blue and white (no red) and that yearbook covers should not be in the mix with the pictures. Maybe the covers could run along the middle – similar to how a chair rail looks.

The deadline for photos is March 20, 2022.

Alumni Madness update:

37 tickets have been sold. We need 100 people to make the event a success.

Scholarship update:

Eve received forms from guidance

Scholarship committee will be sent the essays through email. The committee includes; Al, Tom, Pete, Becca, Bill, Jim, Kevin and Paul. There are 7 forms to review and 3 to pick (2 Bay Alumni and 1 Class of 66).

Scholarship committee will meet on Tuesday 3/22/2022 at 1:00 at the new Panera on Chester Road in Avon (new Hobby Lobby).

Adjourn:8:20



Bay Alumni Foundation – Meeting

Minutes April 4, 2022

6:30 Bay Village Police Department – Community Room

Business Meeting called to order at 6:30.

Jim noted quorum present.

Board and Trustees: Jim, Judy, Eve, Tom, Al – Bill via phone

Members: Peggy, Nancy, Pete, Susie, Kevin, Joanne, Colleen, Brian, Bill, Susie, Joanne, Jake F., Jim D., Kim.

Treasurer's report - Bill:

- Another good month. \$49,000 in cash ~ \$29,000 restricted.
- \$20,000 board restricted fund remains.
- Compares favorably to prior year and well ahead of budget. Does not include Q1 Cle. Foundation interest (which should be about \$1,800 if we have 5% return).
- History Corridor - \$32,000 from inception (not including BHS donation)
- March Madness – net profit \$3,700
- Scholarship fund: \$9,692 – roughly five years of scholarships.
- \$1,200 of March Madness funds (sponsorships) earmarked for corridor.
- \$1,000 from raffle baskets can be transitioned to corridor if needed.
- Bill – should we move scholarship fund to Cle Fd? Members of scholarship committee were unanimous – no, leave it in cash to be safe.

General Meeting: start 6:45

Quorum present.

Judy made a motion to accept the March minutes. Colleen second. All were in favor. Motion passed.

Alumni Madness:

- Record 109 tickets were sold. 13 different class years were represented. 1962-1993
- Judy thanked everyone for their help. It was a fantastic effort by so many who contributed in several different ways.

- Feedback from attendees was excellent. We should expect expansion again next year based on the fun that everyone had.
- The use of the Square Credit Card reader was a great addition – the report of sales was excellent.
- The 100th apparel was very well received and over one third of the attendees bought something – we are sold out of L Hoodies. Pete to replenish.
- Judy has ideas for next year as well – yet all agreed it would be hard to improve on such a great evening.
- Judy and Jim will both thank Mark at Bay Lanes for all his support and involvement.
- Brian loaded 180+ photos to the Dropbox site. Judy will post.

BHS Spring Play will be this weekend – if anyone can attend - Bye Bye Birdie.

Scholarship Committee – Eve:

- Two alumni (male and female) chosen + 1 from the class of 66.
- Eve is going to speak with Guidance to hopefully establish a new procedure related to students who may receive a full ride – we would like to have them eliminated from consideration and refer to our alternates.
- Alternates were submitted for the first time.
- The committee agreed we will move away from the requirement that one scholarship go to a male and one to female student each year. The policy is unnecessary and too restrictive.

Arbor Day:

- Two white oak trees will be planted to commemorate the 100th. One at BMS and one at BHS.
- This will be in conjunction with the city and Bay Schools.
- BAF will provide the plaques and trees as a donation (motion passed) – city of BV will get the trees and will plant them.
- Event is planned for 4:30 May 11 (which is not Arbor Day – but it was when those who need to be there were available). Bay Schools has alerted the press.
- Lee wrote a beautiful statement connecting the meaning of the oak tree to this moment.
- Expected cost to BAF is \$1,000 for plaques and trees. We will have bronze plaques with stands for each tree – and replica brass plaques for the corridor / BHS to display.
- Judy made a motion to approve the expense / Eve second. All were in favor.
- This event helps the city meet their requirement to host an annual Arbor Day event to maintain our Tree City USA designation.

Graduation:

- Judy proposed giving each graduating senior a 100th pin and card (instead of the BAF pins they would normally get – welcoming them to BAF upon graduation).
- Judy made a motion to purchase 200 pins. Tom second. All in favor. Expected cost: \$5-600.

Alumni Band Event:

- Joanne has been talking with Darren Allen. They plan to meet. Mr. Allen thinks he has instruments that can be used by returning alumni.
- Rockettes will be invited as well.

Bay Days:

- BAF plans to participate – setting up our tent. We will have a simple game for kids to play and all can win a piece of candy or something simple.
- Bay Education Foundation has asked if they can partner with us to sell 100th Christmas Ornaments – we agreed.
- All were encouraged to plan to do a two hour slot during the weekend.
- The event needs someone to volunteer to plan.
- Pocket Lady was discussed (yet again) – the answer remains no – she will not be resurrected!

Community / All Class Year Picnic:

- Event will happen. Jason will set a date and will get back to us by mid-April.
- Will be August.
- Plan is to make it simple and reduce the workload on BHS and BAF.
- Food / ice cream trucks invited to school parking lot.
- BHS band to play some of the songs they are practicing for the year.
- Rockettes and cheerleaders to engage kids / students to help with kids games (face painting, etc).
- BAF to promote / help facilitate kids games.

Homecoming Floats:

- For homecoming – matching decades of alumni with the four BHS classes to design and create a float per class – representing the 100th. Need a leader.

Homecoming Fireworks:

- Proposed by Eric Eakin. Counting on Bay Rockets Assoc, Bay Historical Society, City of BV, Bay Schools all to split the cost (projected at \$6,500-\$8,000).
- Jason wants to meet with district re: insurance and to plan logistics.
- Jason wants to make this happen – as the last official event of the centennial – to bring a “bang” to the closure of the formal events.

Alumni Recognition:

- We would like to invite various teams back to games from August – December for recognition (first state champion wrestlers, state champ boys soccer, state champ girls soccer, state champ gymnastics, swimming, etc.)
- Also want to recognize the first class of Rockettes and others.
- Announced at football or basketball games. Need a leader / planner.

Jim Durk:

- Jim invited Jim Durk ('79) to join the meeting.
- Jim is an amazing illustrator. He has illustrated three Dr. Seuss books, Clifford The Big Red Dog, Thomas The Tank Engine, Rug Rats (books and movie), Magic School Bus – and many other books over his fantastic career.
- Jim is going to provide some items for display in the BHS History Corridor and will also join BAF in the upcoming Bay Schools Art Show – which will feature artwork from current students and alumni as part of the centennial celebration.

BAF Centennial Items / Store:

- Pete will build the interface for our on-line store – which will be announced on our website and Facebook Page. The store will sell centennial items.
- Colleen and Peggy offered to assist in packing / mailing items.

Spring Shoreline:

All content is complete – Marie working to complete it. Next edition will be June and will feature Field Day, Scholarship Winners, Graduation, etc.

Corridor Update:

Wrap effort should be complete within the month.

Entrance sign (BAF logo) has been ordered. Display cabinets ordered. Runners ordered.

Working on the design for the donor sign – which will align with the new HOF board from a design perspective.

Timeline is nearly complete.

Sending messages to begin to collect artifacts.

Will need a volunteer to catalogue, mark and safely store artifacts in the Auditorium attic.

Alumni Network:

- Work needs to begin soon so we can be ready for launch in the fall. A meeting of the committee will be held in the next 30 days.

Thirst Project:

- BHS Administration and School District asked BAF to reach out to our alumni to encourage them to donate to the Thirst Project – which is being driven by BHS / KeyClub. Thirst Project builds wells in Africa to provide access to fresh water / safe drinking water. BHS students have targeted \$18,000, if BAF can encourage 300 members to donate \$20 each – we will add another \$6,000 which would enable the funding of two complete wells (\$12,000 each).

8:00 Adjourn



Bay Alumni Foundation – Meeting Minutes

May 10, 2022

6:30 Bay Village Police Department – Community Room

Business Meeting called to order at 6:15.

Jim noted quorum present.

Board and Trustees: Jim, Judy, Eve, Tom, – Bill via phone

Members: Peggy, Nancy, Pete, Susie, Kevin, Joanne, Colleen, Brian, Bill, Susie, Joanne, Kim.

Treasurer's report - Bill:

- Made an adjustment to April report – the Foundation lost \$800 in April with the expense of Shoreline and other 100th marketing expenses.
- The overall Foundation finances are \$5,000 ahead of 2021 and well in advance of our projected operating budget.
- The BAF Scholarship account has \$7,700 remaining after a reserve expense for the 2022 scholarships was booked.
- After the meeting we received our Q1 2022 investment statement from The Cleveland Foundation. We lost \$7,200.
- \$20,000 board restricted fund remains.
- History Corridor - \$32,000 from inception (not including BHS donation) or any funds from BAF reserve.

General Meeting: start 6:45

Quorum present.

Judy made a motion to accept the April minutes. Tom second. All were in favor. Motion passed.

June Shoreline:

- Requested contributors have been contacted and articles requested. Goal is to have **all content to Marie by June 1** so we can release this Shoreline by June 15.
- June Shoreline will be packed with information, including: Scholarship winners, Arbor Day event, Field Day photos, update on centennial activities, trustee article, etc.

BAF On-Line Store:

- The on-line store for centennial items will be launched the week of May 15th. A special Rocket Blast will be sent. The store link will be shown on our web site and an announcement will be made on our Facebook page.
- Pete, Judy and Colleen will have a discussion about our shipping plan.

Hall of Fame:

- Becca has been updating the list of HOF inductees on the web site – providing a summary of their accomplishments vs. just listing their name. We can get an update from her on progress at the June meeting.

Wall Wrap:

- Judy and Susie finalizing the photos and will place in the Dropbox site for Joe and his artists to use to create the final wrap.
- Jim and Judy returning to the high school to finalize measurements / layout and get them to Joe.
- Our hope is installation can be done by mid-June.

Display Cabinets:

- Judy checked with the distribution company. Shipment is expected June 30th – with 4 to 5 days transit time.
- Everyone should be encouraging BAF members to loan or gift us key pieces of memorabilia for the cabinets.

Timeline:

- The timeline is complete through most of the 70's. Work on the 70's to 2022 has begun.
- A committee has been formed and will meet for the first time May 19th at the Police Station to review content and make decisions re: what to include / exclude.
- When content has been finalized – those “cells” with photos from yearbooks will incorporate the improved photos that Judy and Susie have been working on.

Entrance Sign:

- A new sign for the entrance to the corridor (just inside on the east wall) is being made. It will be natural wood (stained) and will depict our current BAF logo. An additional sign of our 100th logo (which will be painted) is also being made. We expect these by the end of May.

Corridor Donors / Donor Plaque:

- To date we have about 60 donors to the corridor effort. Each has been sent a thank you and if they have not submitted their photos they have been sent a reminder. The donor plaque content will be complete the week of May 16th and submitted to W.E. Baum – the company who will manufacture it. The sign will be similar to our new HOF wall – with acrylic plates that hold the names of the donors. As we receive additional donations (which are expected once people begin to visit the corridor) we will be able to add their names to the plates. We will plan to do this two times per year.

Arbor Day / 100th:

- The Arbor Day event will be held on May 11th in front of BHS. The white oak trees have been planted – one at the Middle School (on the west side of the school – along Glendenning Dr. – by the football field). BMS lost a tree in this spot and wanted to replace it. The tree at BHS is in the front of the building.
- Brass plaques were developed for the event and are now framed and will hang in the corridor.
- Bronze plaques that will be on a 10” stand will be placed under both trees.
- Monique Smith – State Representative – will provide a proclamation that she has written to commemorate our 100th. We will have this to place in the corridor.

BHS History:

- Bill L. provided a list of “BHS Firsts” – first band uniforms, first volleyball team, etc. This is very useful information for our timeline effort and several other activities.

Corridor Runners:

- Pete, Jim, Judy and Jason met at BHS to pick the color of the floor runners for the corridor. They are now on order and should arrive within a few weeks.

BHS Graduation Pins / Cards:

- Pins for each of the 2022 graduates have been ordered. These will be special pins – the logo our our 100th. We ordered 200 additional to sell on our store / at Bay Days and Homecoming.
- As soon as the pins arrive, Judy will seek help adding them to the cards which welcome new grads to BAF.
- Graduation is May 31st – I believe Brian will be on premise to take photos on behalf of BAF.

Bay Days:

- We are planning to participate in Bay Days. The plan is to place our tent at the festivities with a table and chairs. We will be selling our 100th items and will have a game for children.
- Kevin has agreed to chair the event – setting up the tent, table and chairs and managing the signup sheet for those who will work the tent.
- Paul said he would contact Tony Dostal to reserve our spot and find out if there is a permit / fee required.
- Peggy and Kim have ideas for the game for children (rubber ducks in a pool with numbers on the bottom – pick a duck and get the prize associated with the number on the bottom). They have ideas on where to get the pool, ducks and prizes. We will need a plan to get the water for the pool.
- It was suggested that work sessions be three hours each – with the hope to get at least two volunteers at each session (BAF members and spouses/significant others can help). With the event being four days – noon to nine each day – there should be 12 three-hour sessions. We can all help Kevin by signing up for 1-2 of the sessions. Bay Days is scheduled for June 30th, July 1, 3 and 4. Fireworks are on the 4th.

- Pete and Kevin will collaborate on a plan to get the centennial items, price sheets, iPad and Square credit card reader to the tent – and we should probably do a quick training session for volunteers at our June BAF meeting.
- We will also want to have an order sheet available for people who want an item that may be out-of-stock.

2022 Scholarships:

- Eve has notified our scholarship winners and all three attended the May BAF meeting.
- Jim will attend the May 23rd scholarship night and will present their formal letters to them at that time.
- Each winner was asked to submit their senior picture and a brief bio to Eve for the June Shoreline.
- It is an excellent group of winners.

Alumni Band / Rockettes Night:

- Joanne did a phenomenal job working with Mr. Allen (BHS Band Director) to get this planned and scheduled.
- Alumni band members and Rockettes will be invited back for the first game of the year – Friday August 19th. They will be on the field pre-game to play the fight song and alma mater.
- Majorettes have asked to be included – and they will.
- There is a lot of excitement for this event – the first ever – as part of our 100th. Hopefully this will become an annual tradition.
- An announcement has been made on our Facebook page. **We should replicate that on our web site and should send a Rocket Blast.**

Homecoming Floats:

- Another centennial item is a plan to have alumni work with current BHS students to create one float per class year for the homecoming parade. This had always been a tradition – in fact – a competition between classes. We would like to reinstitute this tradition as part of what is now called “Spirit Week”.
- We need an individual willing to lead this effort. What would be involved would be:
 - Aligning alumni years with a current BHS class (e.g. 60’s w/freshman, 70’s w/sophomores).
 - With a leader from the class and the representative alumni group – sit down and discuss a plan / theme and their needs.
 - Locking down business sponsors x 4 – Jim will do this. My goal would be to get \$500 for each of the four groups to fund float supplies. Sponsors would be named somewhere on the float.
 - Helping gain access to four trailers, cars/trucks and drivers (Jim can help – but some parents of students may want to be involved).
 - Locking down sites (garage) where the float can be assembled.
 - Plan to have the floats displayed for the first time at the Light The Night Event (Thursday of homecoming week) – possibly judged for an award.

- Plan to have them in the parade – and driven around the track during pre-game.

Bay Memorial Stadium – 50th Anniversary:

- Along with the 100th for BHS, the 60th for Rockettes – it is also the 50th year for Bay Memorial Stadium. Jim and Judy met with Jason to discuss plans. We offered several ideas. We settled on the following:
 - The ribbon cutting for the new stadium building will be in celebration of the 50th.
 - BAF will purchase banners to hang on the inside of the stadium fence – both sides – commemorating the 50th.
 - Jason is checking with Ron Rutt to see if he would like 50/100 stickers for the players helmets (we could also do the same for the lacrosse helmets) – and possibly special patches for the cheerleader and soccer uniforms.
 - We will author a story for the fall program about the stadium and include some photos from the initial dedication.

Picnic:

- We still do not have a date yet for the all class / all community picnic on the grounds of the high school in August. Jason is waiting to see what day he has to take his daughter to OSU for her freshman year. He has spoken to Mr. Allen and they confirmed the band would participate and play a few of their planned fall show songs – plus the fight song and alma mater. The overall plan remains the same – food trucks, kids games, etc. More to come. BAF will not assume a significant role in this event – but we will promote it.

Homecoming Fireworks:

- The city / Fire Marshal have approved the plan for the fireworks following the homecoming game. Jason is still a bit skeptical because of school insurance concerns. More to come on whether we will pursue this or not. If you feel strongly about it – let us know your thoughts.

Field Day / Grill:

- Field Day is scheduled for May 27th – starting at 11AM. Judy has lined up volunteers and cooks – she has also begun the work with the school food services group on the food plan / acquisition. We also talked about a 100th cake.
- The Rocket Grill is broken and is being re-built. It will not be ready for Field Day. They are retrofitting it so it can connect to a natural gas outlet on the side of the new building so they can grill hot dogs and burgers during games.
- We need a grill. Jason said he would try to find someone who would put one in their truck and bring it to the stadium. The issue – we need to cook 200+ hamburgers and hot dogs in a very short window and a typical grill won't work. We offered to have BAF purchase a grill for the school – which would remain our property – if the school agreed to assemble it and store it. We held a board vote and chose to do this – buying a 36" propane grill w/cover and wheels. We will use this for Field Day and we can also use it in the future for any planned tailgate parties we may choose to hold at the stadium pavilion – which is now ours to manage and use. We were offered control of the Pavilion by the Bay Rockets Association last year as part of a trade for our

assistance in raising funds for the new building. More to come on this – it can all be part of the 2023 plan.

Alumni Network:

- We need a team to take the vision and make it a reality so we can launch it in the fall. This can be some of our late Spring / Summer focus.

Meeting end: 7:50

Next meeting: June 6 @ 6:30. Location TBD (either outside or at the Police Station)



Bay Alumni Foundation – June Meeting Minutes - June 13, 2022

Attendance:

Board and trustees- Jim, Eve, Bill, Judy, Becca, Tom, Paul and Al

Membership- Peggy, Brooks, Colleen, Pete, Kevin, Susie, Bill Landers

Business meeting called to order at 6:35.

Bill Smith gave an extensive treasurer's report. The investment fund lost money in the first half of the year – driving down overall revenue for the Foundation. Donations for the month were strong at more than \$4,000. See the treasurer's report for details. Sales of centennial items generated a small profit.

Expenditures included: New gas grill – which is owned by BAF (stored by BHS – Rocket Grill is inoperable). Booked the expense of the scholarships – even though they have not been claimed yet – the expected expense has been recorded. Small expenses for the corridor effort and for the Arbor Day event.

Pete has been maintaining an inventory of the centennial items and will provide a fiscal-year-end summary to Bill for the June (year-end) financials.

General meeting called to order at 6:45.

Jim made note that a quorum was present.

Judy made a motion to accept the May minutes and Bill second. All were in favor and the minutes were accepted.

Shoreline

- Jim talked with Marie and the June Shoreline will be finished by 6/16/2022. Marie is putting the finishing touches on it.
- Beth has been going through obituaries, so classmate deaths are being reported from many years ago. This is a major effort she has been driving (time consuming) – and significantly improves the accuracy of our database and helps to reduce expenses via fewer returned Shorelines. Thank you Beth!!
- August Shoreline. Discussion - should we produce a special Centennial Edition as we enter the fall season? Possibly with a heavier weight paper for the cover and back – with select photos celebrating our 100th and the 50th of Bay Memorial Stadium. It could include more of

the corridor project details as well. Judy suggested we also could include photos and article from the alumni band (August 19th game). All appeared energized by the idea – we will need content (articles / memories and photos – new/old).

Bay Days

- Thank you to Kevin for taking the lead on the Bay Days effort. A question came up – is this something we plan to do every year – the answer was no, not at this time. It is a special centennial effort.
- Our space for the tent is reserved and paid for. Tables and chairs will be provided by the high school – Kevin will pick them up on June 28th (four chairs and two tables).
- We will have our booth running the following schedule:
 - Thursday, June 30th 12:00 to 9:00
 - Friday, July 1st 12:00 to 9:00
 - Saturday July 2nd 12:00 to 9:00
 - July 3rd is a Sunday and Bay Days is shut down. We voted to not participate in Bay Days on July 4th.
- Time slots are 3 hour shifts and have at least 2 people signed up – but feel free to come up and help at anytime. **Thank you to all who volunteered and filled up the signup sheet quickly!** Kevin will publish the final schedule.
- The tent, tables and chairs will be setup on June 28th. Kevin and Jim have volunteered – Pete may help as well.
- Each evening the centennial items will be packed up and held by a BAF member. Kevin will pack up items on June 30 and July 1 and bring back to the booth the next morning. Pete will help pack up items on Saturday night July 2. **Other members are encouraged to come help on the 2nd at 8:45 pm. We will be collecting the tables, chairs and tent to conclude our participation on this evening as well.**
- We will use Jim's Ipad to be able to use the Square Reader for purchases at Bay Days. We will be trained at set up on the 28th.
- Susie has a cash box and Judy will supply the startup money (\$50 in small bills).
- **Bring grocery bags for merchandise purchases.**
- We can sell the pins with the centennial logo. Also – if someone buys a few items, throw in a pin for free.
- Pete will make cards with the BAF website and the apparel website – to pass out at Bay Days.

Photo Shoot / 4th “training” – June 28th

- For those who have been directly involved in the corridor project, we will meet at the high school on 6/28/2022 at 6:00 for a picture at the Rocket. After that members will set up at Bay Days and will be trained on the credit card system.

Corridor:

- The wrap photos have all been submitted to our partner – they are working on the layout / artwork now. A preview will be coming back to us shortly.
- Glass display cases are shipping 6/30/2022 and will take 4-5 days.
- Jim has submitted samples of the timeline cells for our wrap partner to evaluate. We will need to re-convene the timeline committee to finalize our choices and work on editing text / higher quality photos for final submission.
- Laser cut BAF and 100th logo signs were made and look fabulous.

- BAF has 3 shadow boxes that can be used for clothing and other memorabilia items. Boxes are locked and allow for changing items out easily.
- Floor runners are in and look great.
- New track lighting has been ordered.
- The 2nd payment was sent for the Hall of Fame wall – so this should be arriving soon.
- Thank you, gifts were given to Brian (custodian), Jason Martin (principal) and Matt Spellman (Athletic Director). A welcome gift is being prepared for the new superintendent.
- The donor board needs to be completed and submitted for production.
- The Gallery items need to be chosen from what we have saved / received and the effort to build the gallery needs to start.

Centennial Items:

- Net sales are at \$1427.00 with gross profit at \$350.
- Pete can collect real time inventory with the Square.
- Pete will be ordering 13 more T-shirts (12 XL and 1 in another size). Cost to order is \$100. Proposal was approved.

Alumni Band Event:

- Band, Rockettes and Majorettes performing pre-game on August 19th.
- Close to 50 have people signed up already – a 50/50 split between band members and Rockettes / Majorettes.
- The participants will receive a band shirt. The alumni band will practice on Thursday, August 18th at 7:00 at BHS.
- Mr. Allen is sourcing instruments for those who need them.

Website:

- Becca is almost finished with the Hall of Fame update. It is a virtual wall on-line. Please take a look at the website because it is really looking nice. Thank you Becca!

Group photo:

- Just a reminder for those working the corridor effort - the group photo will be taken in front of the rocket on Tuesday. June 28th at 6:00.

Additional information:

- Jim is looking for a 1935 yearbook or information on the football team record for the 34-35 season. Bay High is closing in on their 500th football win and it would be great to celebrate this milestone this centennial year!

Next meeting will be held on Monday July 11th at 6:30 (business) and 6:45 (general) at the community room at the police station.

July topics: August Picnic, BHS Memorial Stadium 50th, Homecoming Floats, Corridor Grand Opening, 100th / 50th article for the fall program, August Shoreline.

Adjourn: 7:35

