



Alumni & Community
FOUNDATION

Minutes of the Saturday, November 21, 2015 Meeting
James Campbell Executive Offices
3rd Floor Boardroom

ATTENDANCE:

Board Members:

Tesha Malama
Sugar Alfafara-Pires
Melvon Ahlo-Pinera
Jo Ann Kaneshiro
Kerry Bise
Teresa Gonsalves

Liz Santa Ana
Mitchell Tynanes

Members:

Frelynn Kahalehili

Board Members Absent:

Tami Carlos-Excused

Tom Clements-Excused
Roxanne Costa -Excused
Kurt Fevella-Excused
Nani Gaui-Excused
Rogan Kahalehili-Excused
Alan Kodama-Excused
Dale Newcomb
Principal Jon Lee

RECORDER: Jo Ann Kaneshiro

CALL TO ORDER:

The meeting was called to order at 8:17 a.m.

**INTRODUCTIONS
AND ALMA MATER:**

Introductions were made around the table of those present (see above).

MINUTES:

Meeting Date: November 21, 2015
Motioned for approval: Melvon Ahlo-Pinera
Seconded: Teresa Gonsalves

FINANCIAL REPORT:

Melvon Ahlo-Pinera reported the following as of 11/21/2015:

FHB Checking: ---
PayPal Account: \$1,159.90

Motioned for approval subject to audit:
Seconded:

Melvon was not able to access the balance to the checking account; amounts are deferred to next meeting. Melvon ordered more deposit slips.

NEW BUSINESS:

**Donation to
Scholarship Fund**

Frelynn Kahalehili recently celebrated her 50th birthday. At her request, those invited to celebrate her birthday, in lieu of gifts were asked to make a donation to the Foundation, specifically for the scholarship fund. Frelynn collected \$650 and there were \$200 donated online for a total of \$800.

The following was donated:
Sherrie & Johnnie Dodge \$50
Deeann H Lee Insurance Agency \$200
Geoffrey & Jennifer Baricaua \$100
Lori Michelle Pasion State Farm Insurance \$50
Winifred, Kim & Nick Sakai \$50
John Huey \$150
Lisa & Thomas Ebanes \$50
Tessa Malama \$50
Teresa Gonsalves \$50
Jo Ann Kaneshiro \$50
Melvon Ahlo-Pinera \$50

Grants Focus Meeting – Proposal

Tessa drafted the “Partnerships” policy for McDermott’s grant focusing task force. This policy will be the basis for accepting/approving proposed grants at these focus meetings.

Further discussion was made on the following:

- “vetting” candidates with respect to insurance liability. Vetting candidate needs to provide a Certificate of Insurance.
- Fund/Grant needs to be self-sustaining; cannot take away from Foundation funds
- Cannot cause undue harm or burden; reputation
- Item 6, Teresa recommended decision come back to the Board
- Needs to be transparent

Teresa recommended reviewing the Policy & Procedures every 2 years.

With the suggested revisions to the “Partnership” policy, Tessa proposed a motion to finalize the policy. Sugar motioned; Liz seconded.

2015 Wrap Up Meeting

Tessa suggested an end of year wrap up meeting/celebration to review 2015 activities and to discuss 2016 activities and events. Meeting is set for Sunday, December 27, 2015 at 12 noon at the Ewa Beach Golf Club.

ACTION: Jo Ann to send email to all Directors, Officers, and Committee members.

OLD BUSINESS:

Sports Complex Update:

In regards to the discussion with the DeBartolo Development group’s interest in a sports related community project. Tessa will follow up with providing the Foundation’s sports complex plans to AD Delos Reyes.

ACTION: 1) Tessa to provide copies of the sports complex plans to Kurt and VP Greenland for follow up with Verizon and to AD Delos Reyes for the DeBartolo Development group.

Foundation Shirts:

Tessa contacted Robert Ruff/Promotions in Paradise in follow up to the Foundation logo/patch project. Robert recommended a 2” patch because of the detail of the logo design. Due to the timing and with the upcoming holidays, Tessa requested a

motion that with the mockup of the logo patch to be able to email the Directors for review and approval. Teresa motioned; Sugar seconded.

ACTION: Tesha to email the Board members the mockup of patch for review/approval.

COMMITTEE REPORTS

MEMBERSHIP:

New Membership:

Balance from last month:

New Members:

Renewal Members:

Total Members to Date: 42 As of November 21, 2015

The November 5 meeting was cancelled. Nothing to report.

SCHOLARSHIP: The November 5 meeting was cancelled.

Teresa discussed the 2016 Scholarship program budget and proposed a budget of \$3,000 not to include the admin cost of flyers. Teresa motioned to set the 2016 scholarship budget at \$3,000; Sugar seconded the motion. Everyone voted; all in favor.

The 2016 Scholarship Program is ready to launch on December 1. To promote the scholarship program, a meeting with AVID and ROTC will be scheduled the 1st week of December to discuss the Foundation's 2016 Scholarship program.

ACTION: 1) Tesha/Frelynn to follow up with AVID and ROTC coordinators to set up meeting; 2) Jo Ann to email Teresa/Tesha scholarship announcement; Frelynn to forward scholarship flyer/announcement to school webmaster.

**2015 GOLF
TOURNAMENT:**

Frelynn spoke with Coach Laurie and reported that the OIA approved the Foundation patch on the golf team's uniforms donated by the Foundation.

Melvon mentioned that Alan Kodama suggested the 2017 golf tournament be scheduled in September/October. Jo Ann requested the Profit & Loss worksheet of the 2015 golf tournament.

ACTION: Melvon/Tesha to forward P&L to Jo Ann for record keeping/recording in QuickBooks.

**NEW/OTHER
BUSINESS:**

Frelynn suggested budget setting be done at the beginning of the year in January. Also Tesha requested a meeting with Jo Ann and Melvon in regards to financial reporting with QuickBooks.

ACTION: Tesha to set up meeting with Melvon and Jo Ann.

REMINDERS:

Shop for Education: Liz reminded everyone that when shopping at Foodland or Times Supermarket to designate your shopping to: "James Campbell High School"

**Foodland's "Shop for Higher Education"
Times Supermarket's Shop & Score**

"Remind" text: Send to: 81010
Text this message: "@jchsalumni"

The "REMIND" text messaging service is a ONE-WAY SMS/text service. No one in the group can reply to the message.

ACTION: Please sign up for "Remind" text messaging.

Facebook "Like": ACTION: Please "Like" us on Facebook at "JCHS Alumni & Community Foundation".

Also, please "**Share**" our posts on your own personal Facebook pages so that we can spread the Foundation's mission.

NEXT MEETING:

Saturday, January 16, 2016, 8:00 a.m.
James Campbell High School Administrative Building

Sunday, December 27 at 12 noon
2015 Wrap Up Meeting with Directors, Officer & Committee Members
Ewa Beach Golf Club

ADJOURNED:

The meeting adjourned at 9:50 a.m.