

MAUI HIGH SCHOOL FOUNDATION
Meeting Minutes
Regular Meeting of the Board of Directors
March 27, 2018
J-101 4:30pm

- I. **Call to Order** - Upon the establishment of a quorum, President J. Yap called the meeting to order at 4:33PM.
- II. **Attendance**
 - A. Present - Leilani Abafo, Kaleo Carter, Kamiki Carter, Alfredo Evangelista, Kim Gaxiola, Lloyd Inouye, Glenda Joyo, Wesley Lo, Leizl Tabon, Paul Ueoka, Stacy Woodson, Jamie Yap
 - B. Not Present - Greg Peros, Brian Moto.
- III. **Approval of Minutes** - Minutes of the regular meeting held on February 20, 2018 were circulated via email by S. Woodson. A hard copy was made available. A motion was duly made by P. Ueoka and duly seconded by A. Evangelista to approve the minutes of the Regular Meeting of the Board of Directors held on February 20, 2018. Discussion followed. The motion was carried unanimously.
- IV. **Treasurer's Report** - L. Tabon circulated copies of the Treasurer's Reports for the 2-months ended Dec. 31, 2017, the 2-months ended Feb. 28, 2018, and the Year ended Dec. 31, 2017. The Foundation has a total cash balance of \$78,635.82 as of Feb. 28, 2018. A motion was duly made by Kamiki Carter and duly seconded by S. Woodson to approve the Treasurer's Report for the 2-months ended Dec. 31, 2017, the 2-months ended Feb. 28, 2018, and the Year ended Dec. 31, 2017. Discussion followed. The motion was carried unanimously.
- V. **Standing Committee Reports**
 - A. Policies & Procedures - None.
 - B. Budget & Finance
 - 2018-19 FY Budget Proposal - L. Tabon will prepare
 - Operating Budget / Cash Flow - L. Tabon will prepare
 - C. Communication - S. Woodson / L. Abafo
 - Newsletter 6- Drafting
 - Website - None.
 - D. Scholarships - Deadline for applications is March 30
 - E. Grants - B. Moto
 - DECA Request
 - a) A motion was duly made by A. Evangelista and duly seconded by P. Ueoka to revise the Grants policy to include the following statement:
For good cause, the Foundation may award emergency grants that do not meet the stated deadlines. Good cause includes but is not limited to late notification (after the deadlines) that the applicant qualified for an off-island event.
Discussion followed. The motion was carried unanimously.
 - b) Recommendation - Grants Committee to work on verbiage for "How groups will support foundation in future," to be included in the application form and process.
 - c) A motion was duly made by A. Evangelista and duly seconded by L. Tabon to approve \$5,000 toward interim grants applications/requests. Discussion followed. The motion was carried unanimously.
 - d) A motion was duly made by A. Evangelista and duly seconded by S. Woodson to award \$600 to DECA (\$200/participant) toward student participation in the 2018 International Career and Development Conference with the condition that the program fills out a Grant Application and considers to in some way participate in future Foundation activities. S. Woodson will draft award letter to include these conditions and shall circulate draft to other board members for feedback. The motion was carried unanimously.
 - Staff Professional Development Grant -
 - a) Initiate process to provide Grants for Teachers toward Professional Development? Including goal, objectives, criteria, etc.- Referred to committee.

- b) Verbal commitment from a donor for \$2000 toward Professional Development for Teachers/Staff.

VI. Special Committee Reports

- A. Hall of Honor 2018 - Nominations
 - Selection Committee to meet in April
- B. Mural / Hall of Honor Display
 - Students and Saber Community invited to participate in the embellishment process. Tues & Thurs 3-5pm at Sabado Studios in Wailuku.
 - Targeted install date is end of April. Prior to that a soft unveiling will be held at Sabado Studios as an invite only event. Maui News will be invited by Sabado Studios.
 - a) Lighting- Sabado advises installation of track lighting.
- C. 2018 Charity Walk Fundraiser - 4 programs participating: PAAC, Interact, ACOM, HOSA
- D. Strategic Plan
 - Increase/improve our outreach -Raise money from specific groups of people for specific programs or needs. By Sectors. Work with principal/school to identify needs/projects/programs to connect support to. Easier to raise funds this way rather than through general fundraising.
 - Operating budget - general fundraising is for running the Foundation. Possibly things like a separate paid staff and an office space or building.
 - W. Lo circulated an outline/framework of a Foundation Strategic Plan.
 - a) Smart action plans : Measurable, Time limited, etc.
 - b) Mission, Vision, Goals, Values.
- E. 50/50 Program- C. Nemoto spoke with Yap and Joaquin.
- F. Robotics Online Fundraiser- no report

VII. School Reports/Updates

- A. Principal Report
 - Freshmen enrollment at 600 after approved GE's
 - Parent teen ctr Grant of 20K was awarded. Speaking with Dr. Inouye on how we can move forward on the space issue.
 - Principals and CTE coordinators from other high schools will be visiting MHS to view CTE programs on April 16. Culinary will serve them breakfast.
- B. Student Activities - Elections for SG will be in April
- C. PCNC - none.
- D. PTSA -
 - Annual Membership Mtg will be April 26
 - Waiting on Ban for invoice for banners
 - Teacher Apprec.- May 8
 - Proj. Grad Golf Tournament April 28. Will include a ball drop portion. Contact Jovina. (25-30 kids enrolled)

VIII. Old Business - None

IX. New Business - None

X. Other Business/Announcements

- A. **Next regular meeting of the Board - Tuesday, April 17, 2018 - 430pm**, room J101
- B. Annual Meeting - Slated for May 1, 2018 at Tantes, 4:30pm. Meeting followed by pupus/dinner.
 - A. Evangelista will inquire on pricing and menu details with Tante's and provide an estimate at next board meeting.

- XI. **Adjournment:** There being no further business, J. Yap adjourned the meeting at approximately 6:06pm.

Respectfully Submitted by:
Stacy Woodson, Secretary