

University High School Alumni Association

Meeting Minutes: March 22, 2021

Present:

Dixie Lewis, Ryan Scritchlow, Kathy Murdoch, Cory Roop, Marc Leonard, Andrea, Markert, Barbara Meyer, Eric Schlipf, Tom Feely, Wilma Bates, David Martin, Meghan Pantaleone, Tara Nafziger, Stephen Wilson, Peter Pontius

Absent:

Stacey Meyer, Teri Wilson, Dana Klauss, Barbara Blunk, Bob Fitzgerald

Call to Order:

- Minutes of the January 11, 2021 meeting were emailed and approved.

Administration Report:

- Back at school 4 days per week, this is week 2 of this.
- 87% of students are in attendance at school, 13% are remote.
- There will be some year-end activities; in the midst of planning, nothing that some events are about 2 months away; remaining flexible in planning year end events.
- First football game was on Saturday.
- This is also admission time period; the admission committee is reading through applications.
- There has been a decrease in the amount of applications over the past several years; while there has been a decrease in the amount of applications received, the quality of the applications has increased.
- Principal search committee is handling the work related to locating a new principal for Metcalf.
- The search for a new superintendent will start in the fall.
- There will also be a new lab schools district curriculum director as well.

Foundation Report:

- Last Alumni Board balance was reported at \$6,569.00.
- Current balance is: \$6,784.91.
- The total gifts that have come in since November is 6.

Awards Committee:

- Same recipients as 2020.
- It was reported that we are not getting a lot of nominations.
- Three have been received so far this year.
- Consider using social media, email to staff and faculty (suggest wait for the fall to do this), and use the newsletter to solicit for award nominations.
- Selection process is usually January-March.

- If a nominee will not be selected, they should be purged out of the files; some nominees have been in the queue for many years.
- Suggestion was made to include a few sentences in the newsletter for those nominees that are not selected.
- The committee is planning to go through the binder and try and clean it up, prior to the next nomination cycle.

Newsletter:

- Many ways to donate are noted on the back of the newsletter. Should this be simplified?
- The general fund, athletics, fine arts are some areas currently listed.
- Perhaps highlight the alumni area more as an area to give funds.
- Consider limiting the areas to only U-High and removing references to Metcalf.
- Consider listing the Alumni Association, a General Fund, and "Other" – a motion was made and approved to only list these as the three options on the next newsletter.
- It was confirmed that this list can be changed, as needed, very easily.
- Perhaps in the next newsletter, include that award nominations are being requested.
- The next newsletter should be out by mid-April; it is in the approval process now.

Alumni Relations:

- Nothing to report.

Homecoming:

- No planning discussed at this time; funds are available for the event.

New Business:

- Does anyone object to having their name, email, phone number posted on the UHS website? Teri Wilson and Meghan Pantaleone did not want their phone numbers listed on the website.
- Suggestion was made to eliminate the residential address; Marc will talk with Stacey and will get the residential addresses removed.

Old Business:

- Board Positions & Constitution Discussion:
 - Job Descriptions for all board positions – these were informally updated last year
 - Do we have a current constitution? There should be a copy of the constitution at the Alumni Office. Check with Stacey on this.
 - Tara will send electronic copies of all board position duties out to the group prior to the May meeting. Please review these documents and send updates/edits to Tara.
 - Discussion regarding term limits for a variety of board positions but if there is no one to fill it, is there an issue there? Without regular board member

rotation, this could lead to a stagnate board, but we don't want to run off current volunteers.

- Update from Fundraising Committee (Meagan Pantaleone):
 - We will be going with Gavina Graphics.
 - The online store will be open in August for a few weeks and the products would be sent sometime in September; everything will be shipped directly to the customer.
- Legitimate use of UHS Alumni Funds:
 - Funds are available for the alumni awards functions-awards and luncheon.
 - The Homecoming mailing would be covered out of the Alumni Association funds.
 - \$2,400 was spent on Avanti's last Homecoming; total cost was over \$4,000.
 - Next meeting – follow up on actual cost of the awards.
- Booster Involvement Update:
 - The Boosters are happy to help provide volunteers to help with Homecoming.
 - The Boosters felt that any money raised at Homecoming should go back into the Alumni Association.

Miscellaneous:

- Topics tabled for next meeting:
 - New committees – Database Coordinator, Fundraising Committee, and reinstating the Treasurer Position.
 - Stacey Meyer to serve as contact for alumni communications?

Next Meeting:

- Monday, May 3, 2021 at 6:00 PM