

Walnut Hills High School Association Board Meeting Minutes
September 26,2018 7pm

Present

John Chambers, Lucinda Hurst, Simone Bess, John Capannari, Jen Horvath, Amanda Adkins, Anna Byars, Angela Robinson, Sally O'Callaghan, Molly Henning, Monica Mitchell, Catherine Gavin, Mark Lawson, Samantha Gerwe-Perkins, Caroline Horvath, Laura Stith Deck

Start time 7pm

Previous Minutes None

Motion to approve by: N/A

Seconded by: N/A

Special order of business

Principal's Report

Mr. John Chambers

- 24 National Merit Scholar semifinalists
- Homecoming was last weekend. Huge success. app. 1200 attended.
- Financial Aid meeting was going on at the same as our meeting
- Lunch form must be filled out every year. We need to explain better to the parents the benefits the school receives as a result.
- Hamilton County Health and Human Services wrote a letter to the Health Department in support of getting the position of a Registered Nurse approved for WHHS and funding was approved.
- October 10- PSAT seniors arrive at 11:45; everyone else comes to school at the regular time

OLD BUSINESS

Originator

Lucinda Hurst Report

- A vote was taken via email by the board and was unanimously approved for a \$450/year increase in pay to Mrs. Cantey, who teaches an advanced math class which the Association funds
- Would like input for vegetarian options at some of the events we host for the students i.e. veggie hot dogs
- School open house is Sunday, November 4, 1-4pm; volunteers needed.
- Caroline Horvath is our student rep this year

Committee Reports

Hospitality

Since the last meeting:

Curriculum Night--\$404.71 spent on refreshments

This was down from last year due to not shopping at Sam's club.

Would have liked to see more preparation on the part of the school in helping with such a large delivery (three vans full). No one seemed prepared to meet me though it was pre-arranged.

Thoughts moving forward: involve student clubs or ambassadors or students in study hall. Have large carts reserved and waiting on the day of the delivery and instructions on the nearest parking to the storage area for the event.

Coming Up: Prospective Student Open House on Sunday, November 4

Need Help With: Shopping for items, specific delivery time and location for bringing items
I also think we should involve student ambassadors or another student group in this process
A list of folks who said they wanted to help with volunteer efforts for the 18-19 school year.

ILT

Since the last meeting - Mike and Anna attended first ILT meeting of school year where all new members were introduced. Highlights include:

- Approval of Ancient & Medieval History to an AA-level course starting 2019-2020 school year
- Brief presentation of new Student Success Center
- Review of school budget

Coming up - next meeting October 3

Help needed with - nothing right now

LSDMC

Since the last meeting

- Had first meeting on 9/20
- By-laws were reviewed
- New members oriented to roles and responsibilities of LSDMC

Coming up

- Next meeting 10/18

Help needed with

- Nothing at this time

Legacy of Excellence

Since last meeting:

2018 - Revenues: \$110,914 / Expenses: \$4,458 / Net: \$106, 456

Coming Up:

2019 - Two channels for fundraising

1. Standard direct mail piece, similar in design to last year
 - a. Targeting unique mailing addresses or family names, anticipating reduce expenses with print run and in postage
 2. On-line solicitation: creation of a more robust on-line presence with new donation page utilizing Donor Box
 - a. Based on last year's online revenue of \$68K, our cost would be approx. \$675
1. Expense of program offset by donors accepting online payment fees (industry standard of 50-80% accepting this option and last year's fees of \$1600+, it could save LOE \$800-1,200+)
2. The first \$1k each month is fee-free; pay 1% of fees over \$1K each month
3. Recurring gifts
4. More options for payment including Stripe, PayPal, ACH (bank account), and Apple Pay / Google Pay.
 1. Integration of additional applications
 1. In process: Zapier - streamlining data entry with QB and PayPal, email with MailChimp, etc. (\$240 annually)
 2. Potential: Double the Donation, an integrated company matching gift platform, for \$300 annually

WalnutFest

Since the last meeting:
WalnutFest will be Friday February 1st, 2019 at Rhinegeist

Coming up: Communication to parents via UTD with a save the date and call for donations

Help needed with: Volunteers to work on Auction Committee, someone to help with sponsorship solicitation, someone to help with booster baskets.

7th/8th Grade Liaisons

Since the last meeting:
7th & 8th had a fun and successful tailgate despite the rain about 55 minutes into the event.

Coming up:
Boogie Bash on Oct 19th

Help needed with:
Selling tickets on Thurs 10/18 and 10/19

11th Grade Liaisons

Since the last meeting: We have emailed Mrs Restle to find out both teacher advisors. They are Mr Miles and Mr Harris. We have reached out to them to introduce ourselves and offer our assistance. They will let us know once they have determined their meeting time/day with the students (they have not established this yet). We plan on attending their meetings.

12th Grade Liaisons

Since the last meeting

- T-Shirt Sales
- Home-coming Ticket Sales (Week of 9/17/18)

Coming up

- Senior Dinner Dance (1/20/19)
- Senior Send Off (TBD)
- Senior Service Project (TBD)
- Pizza Sales

Help needed with

- More to come

Financials

Originator

Jen Horvath

- Because the Financials were not sent out in advance of our meeting they were voted on and approved via email over the couple of days following our meeting

NEW BUSINESS

Originator

Jen Horvath

- Ended the year \$25,000 in the black and would like to start a process to give a portion of that (\$5000) back to the school in some way. Monica Mitchell has volunteered to spearhead an application process by which student clubs, teachers, etc. can pitch their project. She will work with Sam Gerwe-Perkins, faculty rep, on the process to be followed and then present it to the board.

Adjourned date and time : September 26,2018 8:20pm

Motion to approve by: Amanda Adkins

Seconded by: Simone Bess