

Brandywine High School Alumni Association

Board Meeting Minutes

February 28, 2008

In Attendance:

Bonny Krause	Cyndi Lehm	Kevin Lyons	Lisa Osberg
Bob Ralston	Laird Robbins	Pamm Tweed	

Bonny Krause called the meeting to order at 6:30 pm.

Approval of Minutes: (Cyndi Lehm)

The minutes from the October 3, 2007 Board meeting were approved as written.

Treasurer's Report: (Kevin Lyons)

Kevin Lyons circulated copies of the report. He also had all bank statements and canceled checks available for review. The current balance in the account is \$4,029.96. 43 brick pavers have been sold to date. Cost of the installation of brick pavers for Phase 1 was \$1,824.00. This does not include the cost of all of the engraved bricks.

Kevin made several attempts to get the names of the recipients of the annual BHS Brandywine Award of the spring of 2007. Our contribution of \$250 to each of the two winners has not yet been awarded, due to not knowing their identity. Bonny will investigate with the school secretary so the awards can be given. Once identified, the checks will be sent to the parent's home of the alumni students.

Committee Reports:

E-mail List and Updates: (Laird Robbins)

Laird is maintaining the list of e-mail addresses for mass e-mailings from BHSAA. He updates the list as he gets new ones. Discussion followed about sharing e-mail addresses with other alumni. A motion was made and seconded, and approved to adopt the following procedure when BHSAA is contacted:

E-mail to alumni@brandywinealumni.com is forwarded to the president of BHSAA, and it is their responsibility to respond. If it is a request for a classmate, the President will check the website to see if there is a contact person for that graduating class. If there is not a representative, the President will ask that alumni if they would agree to be the website contact. If they agree, she/he will advise them to set up a separate e-mail address for this purpose. The BHSAA President will also ask if their e-mail address can be added to the master list.

Taxes: (Laird)

Laird paid \$25 for the franchise tax for 2007. BHSAA does not have an ID tax number. Bonny will look into the procedure of getting one. There was a question raised regarding the \$500 that was paid to George Luff, the accountant who filed BHSAA's 501(c) (3) status. Kevin replied that there is a great deal of work to filing that, and it is a one time only fee. He will get a copy for our records.

Brick Scape: (Leslie Collins)

Bonny reported in Leslie's absence that Phase 1 of the project has been completed with blank bricks, and it looks great. We will replace the blank bricks with engraved bricks as we receive them.

Unfinished Business

Fundraiser: (Kevin Lyons)

Kevin briefly gave an overview of a very successful fundraiser that his wife had at Conley-Ward's Steak house last year for her place of employment. He suggested that we do the same in the fall of 2008 for BHSAA. It was decided to have Kevin contact them for possible dates. Once the date is decided, we will provide the information on the website, and also send out an e-mail to recruit help.

Bonny relayed information from Chuck Hudson, representative from Jostens, who is currently working with BHS with their yearbook. BHS is planning a special celebration of 50 years of BHS next year, and is planning to add a special edition for the yearbook. It was decided that BHSAA does not have the volunteers right now to help with the special edition. As more information is made available, we may be able to help.

Website Changes:

Bonny reported that the website is up and running. Chris Theibault, BHS alumni, will continue to manage the website. Kevin Donohue, BHS alumni, has offered to help Chris in some ways. It was decided that for now, only Bonny (President) and Laird and Lisa (Co-VPs) will be in contact with Chris to make changes. Cyndi (Secretary) will send the minutes to Bonny to be posted on the website. Danielle Miller, teacher at BHS is the webmaster for the BHS website.

New Business:

Funding of Brandywine Award for 2008:

The group felt strongly to continue to award cash to the male and female recipient of the Brandywine Award in the spring of 2008. We can continue doing this from profit of brick sales. The hope is to eventually have a separate BHSAA award or scholarship each spring, once we have a steady income from fundraisers or donations.

Bonny announced the newly formed Athletic Association at BHS will have a meeting on March 11, and asked if anyone could attend. Also, they are having a golf tournament on June 11, with a social to follow. Laird will go to the meeting to get more information.

Homecoming:

The date for BHS Homecoming is October 25. BHSAA has been invited to participate in Homecoming activities. One idea mentioned was to have a ribbon cutting event for the brick scape. Kevin Donohue has offered to send press releases to the media about BHSAA and the new website. Further discussion included the idea of selling BHSAA t-shirts at Homecoming or on the website. This will be discussed at our annual meeting in April.

Bonny and Cyndi will schedule a meeting with the BHS Principal, Jeffrey Byrem. Some thoughts to discuss are as follows:

Can BHSAA have a ribbon cutting ceremony at the October 25 Homecoming?

Other Homecoming activities that BHSAA can participate in

Does BHSAA need a separate tax ID number?

Will BHS be sending out a senior packet, and can it include information about BHSAA?

Reserving the cafeteria for our annual BHSAA meeting (date to be decided)

After meeting with Mr. Byrem, a mass e-mailing will be sent to alumni. This information will include:

- Announcement of the website, encouragement to join; membership being free
- Date, time and place of the annual meeting
- Announcement of the brick scape, fall fundraiser, and Homecoming

Discussion continued about the BHSAA general meeting in April. When the by-laws were written, it was decided to have Board member terms staggered. The following is a list of when the current Board members' terms expire:

- Leslie Collins 2009
- Bonny Krause 2009
- Cyndi Lehm 2008
- Kevin Lyons 2008
- Lisa Osberg 2010
- Bob Ralston 2010
- Laird Robbins 2010
- Pamm Tweed 2010

The next Board and general meeting will be in April, date to be determined, and elections will be at that time.

Meeting adjourned at 8:55 pm.

Respectfully submitted,

Cyndi Lehm
BHSAA Secretary