

Granada Supporters General Meeting
August 14, 2017

In attendance: PJ Daley, Deb Bailey, Tonya Everett, Jenn Grundherr, Ian Murphy, Jean O'Neil-Opipari, Keith Pickering-Walters, Lillian Steinle, Kelly Trudeau, Chrissy McKeever, Mitesh Shah, Lodi Jackson, April Liebmen

Jean O'Neil-Opipari, Supporter's President, called meeting to order at 6:32 pm

Approval of Meeting Minutes from June 5, 2017

- 1st motion: Deb Bailey
- 2nd motion: Keith Pickering-Walters

1. Principal's Report- PJ Daley

- Matador Days scheduled from 8/14 - 8/16
- Current enrollment is 2310 students
- 5 new portables on campus/ 20 teachers are new to Granada
- Update on Measure J Bond program projects
 1. Solar to be installed in student parking car ports in students; projected to begin in September and completed by Thanksgiving
 - a. Will impact us the first trimester
 - b. Will have designated parking for students on campus and at neighboring church parking lots
 2. Track and field already renovated and AC installed in student union
 3. Stadium bleachers will be next summer-cement/collegiate style
 4. Future projects in later phases of program include: new gym bleachers and scoreboard, renovating pool area and replacing with Olympic size pool, creating a performance studio (tumbling/dance) and renovating weight room

2. Appoint of New Supporters Treasurer-Jean O'Neil-Opipari

- Jean O'Neil-Opipari motioned to appoint Keith Pickering Walters as new Supporters Treasurer replacing Chris Fernandes
 1. All present were in favor of this appointment and motion carried
- Keith Pickering-Walters is now authorized as an account signer at the Bank of the West on the following accounts: Granada Supporters Money Market and Granada Supporters Checking

3. Treasurer's Report:-Keith Pickering- Walters

- PayPal account
 1. Now updated so fee drops from 2.9% to 2.2% (for non-profits).
 2. Grad Night 2018 website (<http://www.grnadagradnight2018.com>) ticket purchase is now linked directly to PayPal
- Leaders Merchant account (our Payment Processing vendor)
 1. Closed Grad Night account. Now we just have two accounts:
 - a. General Supporters for snack shack/other ipads

- b. Bingo I-pads
 - 2. A suggestion was made to look into possibly getting PayPal credit card/chip card readers through Amazon as a payment processing option
 - 3. PCI non-compliance. Charges of \$40/mo for 3 accounts have been billed. In the process of getting the remaining two accounts into compliance and eliminate these fees
 - Grad Night
 - 1. Pre-2016 "carry-over" was actually \$15,452.19
 - 2016 Final Summary:
 - a. Net Income: \$6,037.67
 - b. Motorized screen: \$2,604.33
 - c. Gifted to GN2017: \$3,433.34
 - d. End Balance: \$0
 - 2017 Final Summary:
 - a. End Balance: \$3,308.08
 - 2018 Summary:
 - a. Starting balance: \$3,358.62 (Bingo/ducks, includes \$736.56 from Bingo)
 - 2. Closed Grad Night Checking for process simplification on Aug 8th:
 - a. Closed Leaders Merchant account and the auto-pay monthly fees
 - b. Last uncashed check (Vonderach) will be paid from Supporters account using standing Bank of West instructions
 - c. All remaining funds transferred to Supporters checking
 - d. Grad Night is now a line item under general supporters account
 - Account Balances as of July 31, 2017 are as follows: Money Market- \$335,968.44, Supporters Checking- \$71,084.48 and Grad Night Checking- \$5,128.67
 - Team Account balances as of July 31st have been posted to granadamatadors.org
 - New Idea: Looking into switching to Dropbox for all Supporter files. Currently using Google Docs which tends to be error-prone. Using DropBox would make it much easier to share oddly formatted information
4. Review of Timeline- Jean O'Neil-Opipari
 - July
 - 1. File State and Federal taxes
 - 2. Renewed raffle application
 - 3. Internal audit performed on all accounts from March-June
 - August

1. Need volunteers at Supporters table for Matador Days 8/14-8/16
 2. Fall Sports parent meeting was 8/7-very low attendance; need to inform parents prior to meeting, especially since it is during the summer
 3. Review tax filings
- September
 1. Need volunteers for Back to School Night
 2. Send in renewed certificate of insurance to LVJUSD for Bingo
 4. File raffle activities with CA Dept. of Justice by October 1st

5. Bingo- Ian Murphy

- Review and approve May and June 2017 numbers for the abbreviated quarter
 1. Motion made by Lillian Steinle to approve May-June Bingo numbers for abbreviated quarter
 2. 2nd motion: Deb Bailey
- Approve the change of bingo fiscal year to match Supporters
 1. Motion made by Keith Pickering-Walters to approve the change of the Bingo fiscal year to align with Supporters fiscal year
 2. 2nd motion: Mitesh Shah
- Current quarter earnings with one event left in quarter: \$81,537.65
- Just completed Wednesday summer sessions. A total of 512 players attended and we made a gross profit of \$15,817.55. Players are asking if we could do a couple of Wednesdays during the school year
- Cheer Team had their donation night this past Saturday and set a record with \$775 in donations.
- Next event is scheduled for Saturday September 2. Pre-sales are going very well and we expect a sell-out. We are doing a mini strip event on the first Saturday of each month beginning in October.

6. Band- April Liebmen

- Band and Color Guard attending camp this week
- First parent meeting is next Thursday, August 24th
- Regular meetings will be first Tuesday of each month
- Three "marching down the street" band reviews will take place in the fall; Fiesta will be on March 17, 2018

7. Grad Night- Jean O'Neil-Opipari

- Sold over 300 tickets at Matador Days
- Many fundraisers already planned: Campo di Bocce donation weeks, Texas Roadhouse Drive-Thru dinners, SAT Boot Camp and Shop in the Vineyard event at McGrail Winery
- Visit www.granadagradnight2018.com to stay up to date on fundraisers and how you can volunteer to help make this event a success

8. Black and Gold Social- Lillian Steinle

- Handed out a flyer to every senior at Matador Days to bring home to their parents
- All funds raised from event will go towards improving the Little Theater, such as installing new seats and curtains. The Little Theater is not included in the Measure J Bond Program.

9. Old Business

- Snack Bar-Keith Pickering-Walters is working on establishing a business account at Costco so items can be delivered rather than having to pick them up.
 1. Proposal was made to consider using US Foods as they have a local warehouse and can make multiple deliveries per week if needed
 - a. Will discuss at next board meeting
- Motorized screen has been installed in student union. This will be great to use for a team banquet slide show/video or other presentations that take place in the student union
- Sound System for the gym-working on getting bids from a few companies and with admin to facilitate the process of installation
- Keith Pickering-Walters and Clark Conover working on video that provides information about Supporters to parents when they register their children for sports; will have an update at next month's meeting
- Still working on ironing out details of how GHS will utilize the van, that the golf team recently purchased, when they are not using it
- Developing a grants committee; if you are interested in joining we will meet after Labor Day
- The board met twice this summer to begin updating the Supporters bylaws
 1. Will present a working document in December for approval at the January meeting
- Next sports meeting will be October 30 for winter sports; we will have reps from Supporters present at that meeting

10. New Business

- Deb Bailey, representing Ceramics Department, is seeking seed money to purchase stools/tables for ceramics classroom
 1. Total cost for all items would be \$8200
 - a. Suggestion was made to research other options to purchase items at a considerable discount (ie. Other schools selling their furniture), go to the district to seek funds and submit a letter to Bingo for donation night

Meeting adjourned at 8:02 pm by Jean O'Neil-Opipari

Meeting notes submitted by Jenn Grundherr, Supporters Secretary

August 19, 2017

