



QUEEN ANNE HIGH SCHOOL ALUMNI ASSOCIATION BOARD MEETING

Via ZOOM
January 20, 2021

Board Members Present: Jackie (Moore) Zobrist, Shirley (Niebuhr) Kankelfritz, Jeanne (Hayes) Warren, Sherry Moody, Claudia (Kettles) Lovgren, Maggie (Nichols) Birch, Janis Bridges Jenkins, and Mary Cooke
Board Members Absent: Sally Villaluz Ghormley, Roger Jensen, Mike Warren, Kim Turner, Kathy Gaylord, Jim LePenske, and Jeri Samuelson
Association Membership: L. D. Zobrist, Tim Moody, and John Hennes

Open Forum: Sherry's surgery was postponed due to COVID 19. LD, John and Margaret are scheduled to get their COVID vaccines.

The meeting was called to order by Vice President, Jeanne Warren at 7:02 P. M.

Minutes: A motion was made by Jackie Zobrist and seconded by Maggie Birch to approve the minutes of the November 18, 2020 board meeting. All present members agreed.

Treasurer's Finance Report: L.D. Zobrist and Claudia Lovgren presented the Treasurer's report that was emailed to all board members:

This month we will examine the final 2020 budget report for the full year. This has been a very unusual year that we did not anticipate when we passed the budget in November, 2019. In spite of this, we ended the year with a positive income amount of \$3,244 for our General Operating fund.

For 2020 general fund, we missed our revenue goal by \$5,066, and only achieved our revenue budget category goals for Donations and Yearbook Sales. The largest loss revenue category was Functions, as all were canceled. We almost made our Logo Merchandise revenue goals without any events thanks to increased mail orders from alumni.

Our general fund expenses actuals were less our budget by \$8,310 primarily because of no Function expenses and a deferred need to replenish Logo Merchandise stock. Basically, the lower expenses and lower costs of having no events in 2020 balanced out.

Because of delays caused by the pandemic, we were not able to issue our 2020-21 scholarship checks until 2021 resulting in underspending our Scholarship budget for 2020 by \$29,167. These checks have now been issued and are being prepared for mailing to scholarship awardees. We also received more \$2,149 investment income than budgeted. In addition, the growth in value for our endowment investments for 2020 was over \$22,000. Based on this, we did not need to sell any principal investments to fund the scholarships.

This delay was not anticipated when our 2021 budget was approved last November. As a result, we must amend our 2021 budget to move the \$32,000 in scholarship payments from 2020 to the 2021 budget.

Motion made by Mary Cooke and seconded by Sherry Moody to increase our 2021 Scholarship budget item from zero to \$32,000 for the payment of what is now the 2020-21 scholarship program. All present members agreed.

Old Business: Shirley has secured D.J. Ron Bolin for our 2nd Annual All Alumni Homecoming Dance, pandemic permitting; at the Ballard Elk's club on October 16, 2021.

New Business: Since Jeri Samuelsen is taking a leave of absence, we need a new Event Committee chair, Shirley Kankelfritz was nominated and unanimously approved. Thanks Shirley!
We confirmed that we will not have a Spring Luncheon.

Since the Picnic space would need to be paid for in March, it was decided that we will not have an Alumni Picnic in 2021 due to the pandemic.

Since we are not having a Spring Luncheon or a Picnic, when will we have the Annual Meeting and Election of Officers? It was decided that we will plan on having this at the Dance. If the dance is canceled due to the pandemic, we will need to make sure that we schedule an Annual meeting and notify all alumni.

Committee Reports

By-Laws: None

Correspondence: None

Events: None

KUAY: Roxie will be done with the mock-up in the next few days at which time it will be proofed by the committee and sent back to Roxie for completion then sent to the printer by 2/7/2021.

Per LD - We have made a site visit to Kool Change Printing in Monroe, WA to meet the buyers of Mail 'n Stuff, our mailing vendor. We discussed coordination issues and they confirmed that Pacific Publishing will deliver the printed KUAY's to them for addressing and mailing using the mailing list that we send them. They will notify us of any address changes they find during their processing and will drop off extra KUAY's on the way back after dropping the mailing at the USPS Bulk Mail Center in SODO.

Per Jeanne – Roxie did not have time to be interviewed for this KUAY issue due to her multiple jobs, Jeanne will interview her in the future at Roxie's convenience.

LOGO: Because of the rising cost of postage to ship logo merchandise, we have raised our postage charges by one dollar for each shipping category. We did this last year for website sales and now will do so for mail orders with this KUAY. For 2020 with these changes, the cost of shipping balanced the shipping revenue we received.

Membership: In preparation for the mailing of the KUAY, we sent out almost 5,000 address verification emails to alumni showing the mailing address and phone numbers we have for them and asking for any corrections. In response we have received well over 100 address updates and almost 100 phone number updates. We have completed the address updates in time for the mailing, and will do the phone updates over time.

Scholarships: The 32 scholarship checks, made out to the recipients and signed; along with envelopes, mailing labels and postage have been given to Kerry so that he can complete the award letters and get the checks sent out.

Social Media: None

Website: None

Additional Business: None

The next Board meeting will be via ZOOM on February 17, 2021 at 7pm.

The meeting was adjourned at 7:33pm

Respectfully Submitted by, Mary Cooke, Recording Secretary.