

GARDENA HIGH SCHOOL ALUMNI ASSOCIATION

MINUTES

Date: April 22, 2024 / Time: 4:00 PM PST

Location: Via Zoom <https://lausd.zoom.us/j/89437101799> Meeting ID: 894 3710 1799

ATTENDEES: - Daisy Cardenas - Salli Hale - Anthony Jackson - Tamara Kemp
Elmer Membreno - Shirley Warren - Zerrona Williams

1. **Call to Order** - Shirley Warren called the meeting to order at 4:06 PM.
2. **Approval of the Agenda** – The agenda was corrected by striking the ninth bullet point “Logo Copyright – Board Members” as it was redundant to bullet point #12 “Logo Copyright (ways to acknowledge Gentry Akens”. A motion to approve the agenda as corrected was made by Anthony Jackson, and seconded by Elmer Membreno. The motion was carried by Shirley Warren. The ayes have it and it was so ordered.
3. **Approval of Minutes from the March 18, 2024, meeting** – a motion was made by Elmer and seconded by Daisy Cardenas that the minutes from the March 18, 2024, meeting be approved. Shirley carried the motion, the ayes have it and it was so ordered.

4. Old Business

- **Fundraising**

- Crystal Hawkins (Mr. Fries) – update; Crystal was not present therefore no update was made.

- Philip Johnson (Fishbone) – update; Phil was not present therefore no update was made.

- Philip Johnson (Coop and Fire Nashville Hot Chicken) – update; Phil was not present therefore no update was made.

- Shirley Warren (Documentary “100 Years From Mississippi” screening – update; Shirley gave an update on the screening and said the event was very successful, selling 188 tickets. An accounting of potential proceeds to be donated to the Alumni Association will be given at the next meeting once El Camino College provides a final accounting.

- Merchandising – VarsityMade – Phil was not present therefore no update was made.

- Double Good (new dates for fundraiser); As discussed at the previous meeting, Phil was not present therefore no update was fundraiser was a success as over \$1,100 was raised. A discussion was held to determine when the next fundraiser would be held. It was decided that the fundraiser should be based around homecoming since numerous alumni would be on campus for the game. A motion was made by Zerrona Williams to start the Double Good fundraiser the day before Homecoming (day 1), homecoming (day 2) and to continue days 3 and 4 to complete the 4-day fundraiser. The motion was seconded by Salli Hale. Shirley carried the motion, the ayes have it and it was so ordered.

- **Pins for graduates/alumni (update)** – the board agreed that before ordering graduation pins for the senior class, sample pins need to be ordered no later than May 15th, to assure the pins would be delivered before graduation on June 6th. The cost is \$1.60 per pin. Daisy agreed to keep the board abreast by sharing the sample via email. The board agreed at the March meeting to order 415 pins and to use the Double Good funds to cover the cost of purchasing the pins.
- **Membership Drive/Plan (update)** – Zerrona advised that in ordered to proceed with the plan, we need to work with VarsityMade, who no contact has been made.
- **Wishlist from Principal Davis** – the board is still waiting for a Wishlist in writing from Principal Davies.
- **Partnership with Gardena High School Student Support Program** (written protocol to approve budget/funding – Salli and Shirley have created a draft of the protocol, but it is not yet ready to be published.
- **Grant Writing Services/Grant Opportunities** – During the March meeting, Nancy Fertig volunteered to be the coordinator for handling grant opportunities. The board agreed to funnel opportunities to her so that she could follow-up on them. Anthony shared that hiring a grant writer can be expensive and the most successful grant writers charge a fee. He said the best one try not to charge, unless they are successful in obtaining the grant. He said it can be labor intensive so we would want to enlist someone who is connected and has a good track record of success. The more money involved the more comprehensive the grant application. We can look for grants that are in alignment with the association mission statement. Anthony also suggested that we check with the principal because sometime the “district” shares grant opportunities with administration. Shirley will talk to Principal Davies regarding looking out for grant opportunities.
- **Logo Copyright** (ways to acknowledge Gentry Akens) – In the April meeting, Shirley shared that Gentry Akens agrees to allow the association to copyright his logo creations and that he just wants credit by acknowledgment. Zerrona made a motion to give Gentry a lifetime membership, acknowledge him on the association website, and be given credit for the logo creation. The motion was seconded by Daisy. The motion was carried by Shirley, the ayes have it and it is so ordered.
- **Donation/purchase of storage for Library artifacts** – during the last meeting, the board discussed a better way of storing artifacts like yearbooks, school projects left by former students/classes. Shirley suggested that one idea is to have a larger file cabinet, or storage space, including gloves so that the artifacts are protected. We are also talking about creating a “storage system” to document items since part of our mission is to do legacy work for Gardena High School. Zerrona suggested that we check with other schools to find out how they are handling storage. Salli shared that at the annual school picnic, alumni bring items to donate to the school. These items should be stored at the school. Shirley will discuss this item with Principal Davies.

5. NEW BUSINESS

- **Treasurer Report** – in Phil’s absence, Shirley shared the Treasurer report:
 - The balance forwarded is: \$3,059.50
 - Deposits: \$1,121.50 (Double Good fundraiser)
\$200 donation by David Morikawa for documentary fundraiser
 - Expenses: \$16 monthly bank fee
\$200 deduction from account for documentary
 - Total current balance as of 4/22/2024: \$4,165.00
 - **Technology / Website Committee Report** – Anthony presented the technology/website report. It was agreed that we would “go live” with the website (ghslum.org), on May 6th. Board members are still reminded to submit their bios so that they can be uploaded to the website. Anthony will also upload the 2024 calendar and the schedule of meetings. Anthony reminded that due to the Brown Act, the meetings should be open to the public and they should be given space on the agenda for “public comments.” The website will also have the link to the monthly meetings, as will our Facebook page. There was concern that the Membership Plan had not be finalized but he will mention on the website that “Membership Plan is Forthcoming.”
 - **Funds request from Garyn Valdemar (Specialized Student Services Counselor)** – Shirley presented a “funds request” from Garyn Valdemar for \$100 to assist an unhoused student for prom. Her group was previously granted \$150 therefore they reached their maximum of \$250 for the school year. Zerrona moved that the request by Garyn Valdemar of \$100, for the student to go to prom be granted, and the group has now reached their maximum of \$250. The motion was seconded by Anthony. Shirley carried the motion, the ayes have it and it is so ordered.
 - **Senior Class Activities – Use of Alumni Association Bank Account** – The board voted via email to allow the senior class to deposit funds into the Alumni Association’s bank account to pay for their senior activities. This is a one-time deal and would only be in effect for the rest of the school year. The board would not be responsible for paying money from our account, except for the funds deposited from the senior class. As of the meeting, Shirley has not heard from Mr. Pierre, the Senior Class Advisor. One of the reasons this action was required is Gardena High does not currently have a Business Manager. They are using Carson High’s Business Manager to write checks on their behalf. The board discussed ways that they may be able to support the school in creating a Booster Club and /or PTSA. Shirley will talk to Principal Davies and discuss how we may be of assistance.
6. **Adjournment** – A motion to adjourn the meeting was made by Zerrona and seconded by Salli. Shirley carried the motion, the ayes have it, and it was so ordered. The meeting was adjourned at 5:11pm.

Minutes submitted by Daisy Cardenas