

**WILL ROGERS HIGH SCHOOL COMMUNITY FOUNDATION, INC.**  
**MINUTES OF BOARD OF DIRECTORS MEETING**  
**June 7, 2012**

The Board of Directors of the Will Rogers High School Community Foundation, Inc., met on June 7, 2012, at 3 p.m., at Will Rogers College High/Junior High School. Due notice was given. The announced purpose of the meeting was to conduct ordinary business.

The meeting was called to order by Sherryl McGuire, vice president. Other directors present: Stacey Vernon (*ex officio*), Larry Beaubien, treasurer, Darryl DeBorde, Jo Anne Lewis, Frank Marcum, Dick Risk, secretary, Betty Trinkka, Ron Woods and Stephen M. Wright. A quorum was present. Others in attendance: Steve Gragert, advisor representing Will Rogers Memorial and Museums, and Bob LaBass, advisor from Tulsa Public Schools (bond administrator).

The meeting opened with an inspirational moment from the Rev. Dr. Darryl DeBorde. Minutes of the March 15, 2012, meeting were approved.

Larry Beaubien distributed a treasurer's report, which was accepted. Motion by Woods, second by Marcum, passed. Larry announced that the Foundation's federal income tax return was timely filed, and he also discussed the challenges associated with maintaining segregated accounts for restricted funds, suggesting that the Board consider adopting a policy to apply whenever a donation is offered with a request to restrict the funds. Larry will draft a proposed policy; Risk will assist. There was also a discussion of the use of Tulsa Community Fund for investing purposes. No action.

The Board recognized the volunteer work being performed by Jo Anne Lewis on furnishing the school's new Coffee Lounge, located within the Library. Pursuant to the standing Policy on Conflicts of Interest, on motion by Risk, seconded by DeBorde, the Board determined by resolution that Jo Anne is not being compensated or receiving benefit from the purchases, that there is no conflict of interest, and thanked her for taking on this worthwhile project. Funds for this project already have been contributed by the Foundation and, subject to availability, more funds may be considered.

There was a discussion of a proposed gift from the Class of '59 of framed copies of some of the original architectural drawings of the school by Joseph Koberling, in memory of their (and the undersigned's) classmate, the late Richard ("Dick") Rush, to be displayed in the new Coffee Lounge. The original drawings are in the possession of Bob LaBass at the Education Service Center. It was decided, without formal action, that the gift should be made directly to the school and not through the Foundation, and that the proponents should be so notified.

There followed a discussion that the Foundation should set a policy for gift acceptance that might, for example, set a minimum value threshold for consideration of non-cash gifts, among other issues. Initial action on this was assigned to the standing Gift Acceptance Committee, which was originally comprised of Dr. Lana Turner-Addison, chair; Bob LaBass, Ron Emmons (treasurer), Bill Goswick, Betty Trinkka and Lyda Wilbur (principal), as reported in the minutes of August 26, 2010. The Board acknowledged that Larry Beaubien replaces Ron Emmons and

Stacey Vernon replaces Lyda Wilbur, respectively, by virtue of their positions. On motion of Wright, second by Risk, the Board appointed Jo Anne Lewis to this committee.

Larry Beaubien offered the use of his business address as the permanent address of the Foundation. He owns and has for many years occupied his office building, which houses his certified public accounting practice and which is occupied weekdays, year-around. On motion of Marcum, second by Wright, the Board authorized the phase-out of the Post Office box address when the rental term expires and designated the following as the address of the Foundation: 6363 East 31<sup>st</sup> Street, Tulsa, OK 74135.

Sherryl McGuire, as chair of the Development Committee, discussed plans for upcoming fundraising activities, including an email campaign and the institution of a newsletter. Authority for these projects was previously approved by the Board on March 15, 2012. Betty Trinka pointed out the sensitivity to some people of having cash donations categorized by amount. No action. It was discussed that all donations should be logged in and that the logical control point is the treasurer. Beaubien reminded that donations of \$250 and higher must be acknowledged in writing on behalf of the Foundation, for tax reporting purposes.

Steve Wright, chair of the ad hoc Wurlitzer Organ Committee, gave an extensive oral report on the status of the project. On March 15, 2012, the Board authorized the Executive Committee, on behalf of the Foundation, to prepare and enter into a memorandum of understanding (MOU) with Tulsa Public Schools, the school, and the ATOS for the restoration, installation, access and maintenance of the combined organ. Steve has been working with Bob LaBass on behalf of Tulsa Public Schools, representatives of the Oklahoma chapter of the American Theatre Organ Society (ATOS), and the school to draft the MOU, which he anticipated distributing to the Executive Committee members imminently, for their comments and recommendations. He reported that a second potential vendor from St. Louis is interested in bidding on the restoration and combination of the two donated organs for installation in the school Auditorium's organ chambers. Initially, based on oral discussions with this company, the cost would be less than the bid from the Zollman Pipe Organ Services of Wichita. It would involve transporting the components to St. Louis, where the work would be performed, then transported back to Tulsa. The Zollman proposal was for work to be performed on-site. Steve said he anticipated receipt of a written bid from the St. Louis group, so that an informed comparison could be made. Cost figures would be provided to the decision-makers at that time. It was reported that the cost alone to clear the air conditioning ducts from the organ chambers would be approximately \$80,000. It was discussed that there are funds available, subject to approval by the Executive Committee, to cover the cost of moving the Smith organ from the estate in Tulsa to the school basement, where the Wright organ is being stored pending selection of a vendor and availability of funds to proceed with the consolidation and restoration.

There was a discussion of a neighborhood beautification effort spearheaded by Travis Eslick. No action.

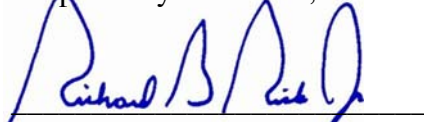
On motion of Risk, duly seconded, Anita Bryant Dry was elected to fill the position of first vice president, vacated at the first of the year when Rodger Randle declined to be re-elected to that position, opting to serve out his term as a director.

Steve Wright reported that Dave Rader, the new chair of the Hall of Fame Committee, has begun efforts to plan for the next induction class. There were suggestions for increased involvement of the members of the Hall of Fame in the selection process and in the induction ceremony. It was generally agreed that 2012 would be too soon for the next class, both from the logistics required to plan the event and that inducting a new class every year may be too frequent. No action.

The next meeting was set for Tuesday, August 28, 2012, at 3 p.m., at the school, room to be announced.

There being no further business, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Richard B. Risk, Jr.", written over a horizontal line.

Richard B. Risk, Jr., Secretary