

Will Rogers High School Foundation  
Executive Committee Meeting  
January 10, 2013  
6363 East 31<sup>st</sup> Street  
Suite 101  
Tulsa, OK

Executive Committee Members attending: Dick Risk, Bill Goswick, Larry Beaubien, and Sherryl McGuire, constituting a quorum, plus Paul Thomas (non-voting). Due notice of the general meeting was provided to the members.

Others attending: Frank Marcum, Joanne Lewis, Darryl DeBorde, Lana Turner-Addison, and Steve Wright.

The meeting convened at 3:00 p.m. with President Dick Risk presiding.

Motions made by Larry Beaubien duly seconded to approve the minutes of the previous (February 22, and February 28, 2012) meetings. Motions carried.

The Treasurer's report was provided by Larry Beaubien, previously distributed to all directors and advisors. This fulfills the requirement for an organizational annual report to the directors as prescribed in article IX section 1 of the bylaws. Sherryl moved to accept the report, duly seconded. Motion carried.

Dick discussed the proposed new Hall of Fame policies and procedures and the new nomination letter template. This was sent out for comment to directors, advisers, and previous hall of fame inductees. Sherryl moved to approve the policies and template, and Larry seconded. Motion carried. The adopted rules for nomination and procedures for selection, and the nomination letter template are appended hereto. Dick will be sending out a news release and posting these on the website. David Rader will be working with the school to determine a date for the 2013 induction ceremony, which he will announce.

Dick announced that Dr. Janet Wright Kizziar, a holdover from the 2012 Hall of Fame Induction Class will be inducted in 2013, based on the minutes of the August 28, 2012 Board of Directors meeting, but that the committee will require a nomination letter as will all other candidates for induction per the new rules.

Sherryl discussed her concerns about the need for a long-range plan for the Foundation, and stated that raising money for the WRHS students and teachers should be our primary focus. She moved that we ask the teachers for their requests and make the \$8,950.78 in unrestricted funds available for teachers' projects. The motion died for lack of a second.

After discussion, Dick moved that \$6,000 be allocated for teachers' projects, subject to final approval of the executive committee, \$1,000 for a direct mail campaign, and \$1,950.78 for operating expenses. Projects will be selected by the principal's advisory group, subject to final approval by the executive committee. The list of projects submitted for approval will be

accompanied by individual grant requests signed by the principal and the teacher. Motion seconded by Larry, motion carried.

It was also discussed that proposed project funding requests initiated by teachers should not be distributed until they have been vetted by the Principal's Advisory Group and then approved by the Principal.

Dick discussed investigating the possibility of obtaining software for constituent relationship management for the foundation, and that a working group would be appointed.

Sherryl discussed her thoughts about the need for an annual report.

A protracted discussion occurred regarding the organ situation. Dick moved to accept the organ offer from Oklahoma University by sending them a letter of intent that would not obligate the foundation until sufficient funding pledges have been secured. Bill seconded. After further discussion, Dick tabled his motion until the next Executive Committee meeting (March 7, 2013). Dick announced that he will be arranging a visit to the Norman campus prior to the next executive committee meeting, regarding OU's offer, and to inspect the organ proposed for donation. All executive committee members and organ committee members will be invited to attend.

Old Business:

Sheryll clarified the \$25,000 Don Mallott matching grant, restricted to the football program, \$10,000 of which has been distributed. The balance of the grant will be distributed once the matching funds have been secured. Money in the account from other sources does not need to be retained.

New Business:

Dick announced the resignation of adviser Priscilla Woody Wright.

We discussed the propriety of printing and distributing a donor list. It was agreed that such a list showing specific amounts donated should not be distributed. It was agreed that a list of donors by monetary category could be developed for certain purposes to be determined.

Dick stated that he will be announcing all committee appointments at a later date. Darryl will be appointed as chair of the scholarship committee. He discussed the need to differentiate between academic and other scholarships. The scholarship committee will meet to develop a plan for the allocation of the \$4,900 earmarked for scholarships, to present to the Executive Committee for approval.

The WRHS 75<sup>th</sup> Anniversary Committee was discussed. Jacci Zabienski Harris has volunteered to chair the committee for the 75<sup>th</sup> Anniversary Gala and Golf tournament, beginning in the fall of 2013 and concluding in 2014.

Dick also announced that other activities are being planned for the year-long observance to coincide with the school's 75<sup>th</sup> anniversary, concluding in 2014.

The next meeting of the Executive Committee will be on Thursday March 7<sup>th</sup> at 3:00 p.m. at 6363 East 31<sup>st</sup> Street, Suite 101, Tulsa. Those present were also reminded that the next meeting of the Board of Directors has been called for March 14, 2013 at 3:00 p.m. at the school.

Motion to adjourn at 5:31 p.m.

*William Howard* Secretary