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THE JUSTIN F. KIMBALL HIGH SCHOOL ALUMNI ASSOCIATION®

Minutes of the Stated Board Meeting
Saturday – October 23, 2010 - 10:00am-12:00pm
Embassy Suites Love Field – 3880 W. Northwest Highway
Dallas, Texas 75220

Stephen (Steve) Cumming (74)
Association President
Presiding

MEMBERS PRESENT: Stephen (Steve) Cumming (74), SueAnn Wall Kosydar (74), Jennifer Pendgraft (97), Bonnie Pollock Roberds (61), Danny Smith (68), Margaret Kemp Stanley (74).

MEMBERS ABSENT: John Byers (61), Darius Dupree (94), Shimese Walker Flowers (91), Gayla Brooks Kokel (65), Edwina W. Perry (91), Abe M. Williams III (97).

GUESTS PRESENT: Virginia Wells Pryor (62)

MEMBER PROXY: The following Board Member asked the Association Secretary to cast their vote via proxy: John Byers (61). *With no discussion or dissent the request was granted.*

I. CALL TO ORDER

The meeting was called to order by Steve Cumming, Association President at 10:05am.

II. READING OF THE MINUTES

Steve Cumming presented the meeting minutes of the August 29, 2010 meeting. A motion was made by Bonnie Roberds, seconded by Jennifer Pendgraft that the minutes be approved as presented. *With no further discussion motion carried.*

III. TREASURER'S REPORT

- 1) Association Treasurer Danny Smith presented his report to the Board.
 - A) Motion to accept the Treasurer's Report as presented made by SueAnn Kosydar, seconded by Jennifer Pendgraft. *With no further discussion motion carried.*
 - B) There was discussion about placing time limits on the Scholarships for payment. SueAnn Kosydar suggested that there be a six (6) month time limit that the checks must be used or the money is forfeited and returned to the Association. *(See Item G)*
 - C) There was discussion as to tracing the whereabouts of the scholarship monies awarded in 2009 as the checks have not been cashed as of yet. Steve Cumming volunteered to investigate this matter. *(See Item G)*

- D) It was suggested that the Board establish a written policy for the scholarships. This information should be shared with the Senior Class counselors at Kimball, as well as the school, college, or university that the student will be attending.
- E) SueAnn Kosydar stated that in discussion with Steve Cumming, she believed that the Association should require two signatures on all checks that were written. After discussion, it was decided that whenever the Treasurer signs a check for any disbursement that he/she should notify the President (or other Board Officer) as soon as possible.
- F) After discussion, the Board authorized signature changes on our checking account from Bonnie Pollock Roberds and Danny Smith (Immediate Past President and Immediate Past Treasurer respectively) to Stephen Cumming and Virginia Wells Pryor (President and Treasurer respectively). This is in accordance with the new Association By-Laws.
- G) Bonnie Roberds reported that she had gone through a box of financial reports and bank statements from previous years and found them to be in disarray. Steve Cumming suggested that a committee be established to go through the records and put them in some semblance of order. This group would also investigate the scholarship finances and report back to the Board. It was suggested that the committee be comprised of Steve Cumming (President), Virginia Wells Pryor (Treasurer), Bonnie Roberds (Immediate Past-President), and Danny Smith (Board Member and Immediate Past Treasurer.) Motion was made by Jennifer Pendgraft and seconded by Margaret Kemp Stanley that an investigative committee be established for the purpose listed above. This group will report back to the Board at the next regularly scheduled meeting. *With no further discussion motion carried.*

IV. INTRODUCTION OF GUESTS

Bonnie Roberds, Immediate Past President introduced Virginia Wells Pryor, Kimball Class of 1962. Virginia has volunteered to assume the Association Treasurer's duties from Danny Smith. She has experience with Non-Profit organizations and will be a tremendous asset to the Association. She was welcomed by the Board at this time.

V. PRESIDENTS REPORT

Steve Cumming stated that he was looking forward to working with the Board as we move forward with the organization. He again thanked Bonnie Roberds and Danny Smith for their hard work through some very difficult times. He stated that he was also looking forward to working with the new Board of Governors and that he thought that we had a great group of folk's representative of a large cross section of Kimball Alumni.

VI. OLD BUSINESS

- 1) **Kimball Homecoming Activities** – Steve Cumming stated that he had been in touch with Abe Williams III, current Kimball Director of Bands (and Alumni Association Board member) about the upcoming Kimball Homecoming. Abe is putting an "Alumni Band" comprised of all interested Kimball Alumni to present a show at the Homecoming game. The date for Homecoming this year is October 28, 2010 and we will be playing Seagoville High School. There will be a Pep Rally at 2:00pm in the Roosevelt Vaughn auditorium at Kimball, followed by a Homecoming Parade at 4:00pm in front of the school on Westmoreland Avenue. The Homecoming Football game starts at 7:00pm at the James E. Jones-Sprague Stadium. There will be a special Alumni section in the stadium for the Alumni to sit together, as well as a special section for the Band. Abe has invited all Kimball Alumni to participate in the Band. Jennifer Pendgraft also stated that she understood that there was to be a special Alumni Troubadour corps performing at the game.
- 2) **New Association Treasurer** – *(See Treasurer's Report)*

- 3) **E-mail “Blast”** – Steve Cumming has been in touch with John Byers about placing the New By-Laws on the website. *Item deferred*
- 4) **Connecting with Kimball Staff** - Bonnie Roberds stated that she had written Mr. Jones asking for a meeting with him, however to date she had not received a reply. After discussion, Steve Cumming volunteered to make contact with Ms. Sharonda Pruet, Associate Principal and Mrs. Mary Webster, Student Registrar to see how the Association could best serve the interests of the students and school
- 5) **Association Annual Meeting** – After discussion, it was decided that no Annual Meeting would be held this year, as once the By-Laws were approved by the Membership an Annual Meeting would be held in the next fiscal year.
- 6) **Grant Exploration** - Steve Cumming asked that the Board establish a committee to explore possible grants that might be available to the Association. After discussion, Bonnie Roberds suggested that this be deferred until 1) a need is established with the school and 2) that the Association investigates the policies and procedures of both the DISD and Kimball HS for grants and subsidies from outside parties.
- 7) **Decorations** – Steve Cumming gave a description of the decorative Knights that Gayla Brooks Kokel had brought to the Board’s attention at the August meeting. There was a picture of the item attached to the Board packet. *No action taken on this item.*

VII. NEW BUSINESS

- 1) **IRS Tax Exemption Status** – Steve Cumming brought information to the Board that indicated that our Tax Exempt status had been suspended by the Internal Revenue Service for failure to file a 990N form for the past three years. Our organizations name appeared on a list that was published on the IRS website. The IRS site stated that we must file the delinquent returns and pay a fee of \$100 in order to restore our tax exempt status. Bonnie Roberds has been in contact with Attorney Sandra McFeeley in regards to this matter, to which Ms. McFeeley advised that this did not apply to our organization. Steve Cumming asked that Bonnie Roberds and Virginia Pryor get with him to see if we can straighten this matter out.
- 2) **By-Laws Amendment** – Steve Cumming presented an Amendment to the By-Laws that would allow the individual Committee Chair’s to have a voice and vote on the Board. The By-Laws as written only allowed the Chair’s to have a voice with no vote. It was pointed out that by allowing these individuals to have a vote, this would give them an incentive to serve on the Board. Steve Cumming made a motion, with SueAnn Wall Kosydar seconding that we amend the By-Laws as presented. *With no further discussion motion was carried.*
- 3) **Association Annual Meeting** – After discussion, it was decided that no Annual Meeting would be held this year, as once the By-Laws were approved by the Membership an Annual Meeting would be held in the next fiscal year.
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- 5) **Decorations** – Steve Cumming gave a description of the decorative Knights that Gayla Brooks Kokel had brought to the Board’s attention at the August meeting. There was a picture of the item attached to the Board packet. *No action taken on this item*
- 6) **Additional New Business**
 - A) SueAnn Kosydar stated that in discussion with Steve Cumming, she believed that the Association should require two signatures on all checks that were written. After discussion, it was decided that whenever the Treasurer signs a check for any disbursement that he/she should notify the President (or other Board Officer) as soon as possible.

- B)** On behalf of the Board of Governors, Danny Smith presented Bonnie Roberds with a gift card as a token of our appreciation for the fine work that she performed as President of the Kimball Alumni Association for the past three years. Needless to say, the Association has been through some difficult periods to which her leadership skills were put to the supreme test. We sincerely appreciate her dedication to both the Association and our Alma Mater Justin F. Kimball High School.

VIII. ADJOURNMENT

With no additional business to discuss, motion was made by Bonnie Roberds, seconded by Sue Ann Kosydar. *(Motion carried)*

Meeting was adjourned by Steve Cumming at 12:00pm.

Respectfully Submitted,

Jennifer Pendgraft

Jennifer Pendgraft (97)

Board Secretary

The Justin F. Kimball Alumni Association®