



# QUEEN ANNE HIGH SCHOOL ALUMNI ASSOCIATION BOARD MEETING

Via Zoom  
January 11, 2023 at 7:00pm

**Board Members Present:** Sally Villaluz Ghormley, Shirley (Niebuhr) Kankelfritz, Jackie (Moore) Zobrist, Claudia (Kettles) Lovgren, Steve Haynes, and Mary Cooke

**Board Members Absent:** Sherry Moody, Maggie (Nichols) Birch, Roger Jensen, Kathy Gaylord, Mike Warren, Jeanne (Hayes) Warren, Kim Turner, and Janis Bridges Jenkins.

**Association Membership & Alumni:** LD Zobrist, Kerry McMahan, and Beth (Wassenberg) Guislin '67

**Open Forum:**

Off the record.

President, Sally Villaluz Ghormley called the meeting to order at 7:12 P. M.

**Minutes:** LD said thank you, Mary for completing the minutes. A motion was made by Shirley Kankelfritz and seconded by Steve Haynes, to approve the minutes of the November 9, 2022 Board meeting. All present members approved.

**Treasurer's Report:** QAHSAA January 2023 Treasury Report - Submitted by L D Zobrist

*- Please note the complete report with exhibits is attached as a PDF -*

This month we examine the end of year budget report to measure our financial status.

**Exhibit 1** is the final comparison between our budget and our actual results. All of our income sources met or exceeded our budget for the year, with several exceptional scholarship donations bringing us \$50k over our Income budget for the year. On the expense side, we had four categories that exceeded budget. The largest was Function Outflow (cost of events,) which was somewhat offset by Function Inflow (Event Receipts) but over all a loss for the year. Our printing costs for the KUAY was much higher than in the past, as was our storage locker and digital fees. Our Logo Merchandise sales were higher and therefore our reorder cost were higher as well. In summary, even with the gives and takes both our scholarship and general operating accounts ended in the positive for 2022.

**Exhibit 2** is our cash flow summary for the year with more income and expense detail than the budget report showing a total positive cash flow of \$49,257.

**Exhibit 3** is our net worth statement showing a balance of about \$365k slightly below 2021 because of a retreat of our investment values from the all-time high at the end of 2021, but we expect a rebound this year. This balance is split between General Operating fund of \$56k and Scholarship Funds of over \$308k.

Questions or comments?

There were none.

**Old Business:** None

**New Business:** None

**Committee Reports**

**Events:**

Excerpt from the attached report:

“We held three all-class events in 2022, Spring Luncheon, Summer Picnic and Fall Homecoming Dance.

**Exhibit 4** shows the financial report for those three events. The luncheon and picnic resulted in positive financial results, but unfortunately the dance was not financially successful and will require examination to find ways to improve success or drop the event. Although those who attended had fun, the event lost about \$2,200. Because of the success of the other two events, the net loss for our events in 2022 was reduced to just over \$600.”

Additional input from LD Zobrist, regarding the dance - make sure that it is not scheduled the day of a Husky game. Mary Cooke stated – I thought that game was added (correction - it was originally scheduled as an afternoon game and was changed to a later start time for TV scheduling). Mary committed to make sure that is taken into account before committing to next year’s event date. And the cost of the room at the Elks’ **doubled** from our 2019 event!

Consider pre-registration this year, once people have paid, they are more committed to going. (We did not have any pre-registration in 2022 because we did not want to have to send refunds if we had to cancel due to COVID.)

Per Shirley Kankelfritz – besides the Husky game, there was still COVID residual, in fact after an earlier fall dance there was a COVID outbreak so people are still skittish about attending ‘close’ events like a dance. We also might consider a time change. There are many in our age group that don’t want to drive at night. We can look at additional ways to get the word out besides Facebook. Should we do posters like we did in 2019?

Shirley also replied to the Treasurer that while we did have a loss in 2022, we are still in a pandemic and we have plenty of money to provide these events for our fellow alum.

**Spring Luncheon** – It is confirmed that we will remain at the Yacht Club with an event date of Saturday, April 29, 2023 – 11am to 2pm. Shirley will review the updated menu options, selecting something new by this weekend so a coupon and article can be created for the upcoming KUAY.

**Picnic** – Our 3 picks for Picnic space and date need to be submitted to the city by February 28, 2023.

Location - Does the board still want Magnolia Park? Yes, Gas Works is currently under construction and not an option.

Dates – We usually ask for the Saturday and Sunday mid to late August, after Seafair, (4 options) however this year the class of ‘63 will be having their 60<sup>th</sup> Reunion on Saturday afternoon, Aug. 19 – since this is being organized and will be attended by LD & Jackie Zobrist who are heavily involved with the Picnic – we will not request that day from the city.

The city holds a lottery for who gets what location when and notifies everyone in mid-March.

### **LOGO:**

Excerpt from the attached report:

“In October, we made a major order of replacement stock including sweatshirts, T-shirts, vests, socks and license plate frames. Bruce of Star Sportsware was able to get our order filled in time for the holiday rush. At the end of November, we emailed our annual holiday letter suggesting logo purchases and donations to all 4,400 alumni with email addresses on record. We began receiving many orders immediately and for weeks after. We were busy picking, packing, and mailing orders for several weeks before Christmas. We hand delivered orders in greater Seattle to reduce postage expenses. We had 30 orders during that period with revenue of over \$1,900, about 1/3 of the total year sales. We had no back orders or missed sales, but are now again out of a few sizes.”

The first in-person event for merchandise sales will be the spring luncheon. The only reunions scheduled so far this year are: Class of ‘63 – August 19 and Class of ‘73 – September 16.

A complete inventory was done after the holiday sales were delivered and they were only off by one item.

Thanks to LD and Jackie Zobrist for getting all the orders filled, hand delivered on time, and then doing the whole inventory.

**Scholarships:** Per Kerry McMahan this is the lull in the scholarship year, however we have received some nice large donations. One donation worth noting was from a couple in Ballard who are regular donors to BHS, the wife said, “We’re gonna give some money to QA.” They donated \$2,000!

The deadline for scholarship application is 3/31/2023 and there is currently one potential applicant. The 2023 scholarship information and application has been updated on the website and approved by the committee.

**KUAY:** Claudia (Kettles) Lovgren is single-handedly wrangling all the articles and information needed for the Winter KUAY and is busy but under control. There will be 12 cartoons per page – just kidding.

Kerry McMahan will call Claudia regarding a scholarship announcement.

Mary Cooke will write an updated article about the spring luncheon with new menu options and submit to Claudia this weekend.

LD Zobrist will submit the “Angels” (donors) & “Memorials” (newly deceased alumni) info as soon as one final donation comes in.

**Membership:**

Excerpt from the attached report:

“In preparation for mailing the Winter KUAY, we have sent all of our alumni with email addresses with our Address Confirmation email containing their we plan to use for mailing the KUAY and asking for any corrections to their contact information. Since this is the winter issue, those alumni with a winter address will see that address on the email. This effort usually results in 100 or more changes which reduces our postal-return costs and allows us to get the KUAY to those with changes.”

Actuals so far – 130 address corrections and 70 phone number changes.

**Social Media:** Quiet since the dance. Sally will create an invite on FB for the Spring Luncheon. Mary will promote on FB.

**By-Laws:** None

**Correspondence:** None

**Other Business:** Jackie Zobrist nominated Ramona E "Beth" (Wassenberg) Guislin '67 to the take the seat left open by Jim LePenske. Mary Cooke seconded the nomination and all present board members approved and welcomed Beth to the board. She is used to working remotely and has worked extensively with LD on finding obituaries & missing members.

Sally Villaluz Ghormley noted that since we are hosting events again, we should resume our regular schedule of meeting the 3<sup>rd</sup> Wednesday of every month. Mary Cooke stated that she will not be available on March 15, 2023. LD suggested that we move the March meeting to Wed, March 22. This works for Mary and was agreed upon by the board.

**The next meeting will be on Feb. 15, 2023 via Zoom.**

The meeting was adjourned at 8:00pm

Respectfully Submitted by, Mary Cooke, Recording Secretary

### **Treasurer's Report**

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Questions or Comments?

### **Events Report Comments:**

We held three all-class events in 2022, Spring Luncheon, Summer Picnic and Fall Homecoming Dance. **Exhibit 4** shows the financial report for those three events. The luncheon and picnic resulted in positive financial results, but unfortunately the dance was not financially successful and will require examination to find ways to improve success or drop the event. Although those who attended had fun, the event lost about \$2,200. Because of the success of the other two events, the net loss for our events in 2022 was reduced to just over \$600.

### **Logo Merchandise Report:**

In October, we made a major order of replacement stock including sweatshirts, T-shirts, vests, socks and license plate frames. Bruce of Star Sportsware was able to get our order filled in time for the holiday rush.

At the end of November, we emailed our annual holiday letter suggesting logo purchases and donations to all 4,400 alumni with email addresses on record. We began receiving many orders immediately and for weeks after. We were busy picking, packing and mailing orders for several weeks before Christmas. We hand delivered orders in greater Seattle to reduce postage expenses. We had 30 orders during that period with revenue of over \$1,900, about 1/3 of the total year sales. We had no back orders or missed sales, but are now again out of a few sizes.

### **Membership Report:**

In preparation for mailing the Winter KUAY, we have sent all of our alumni with email addresses with our Address Confirmation email containing their we plan to use for mailing the KUAY and asking for any corrections to their contact information. Since this is the winter issue, those alumni with a winter address will see that address on the email. This effort usually results in 100 or more changes which reduces our postal-return costs and allows us to get the KUAY to those with changes.

We have submitted to the KUAY Editor for the winter KUAY, the list of newly deceased alumni and the list of donors (Angels) since our last KUAY issue.

**Budget Report YTD - Last year**  
1/1/2022 through 12/31/2022 Using QAHSAA Budget

1/7/2023

Category	Actual	2022 Budget	Difference
<b>INCOME</b>	<b>94,479.56</b>	<b>36,085.00</b>	<b>58,394.56</b>
Donation, restr	60,875.04	10,000.00	50,875.04
Donation, unres	14,915.11	15,000.00	-84.89
Function Inflow	<b>5,965.00</b>	<b>4,000.00</b>	<b>1,965.00</b>
Interest Inc	<b>63.58</b>	<b>30.00</b>	<b>33.58</b>
Logo Sales	<b>5,775.00</b>	<b>3,055.00</b>	<b>2,720.00</b>
_DivInc	6,885.83	4,000.00	2,885.83
<b>EXPENSES</b>	<b>50,519.07</b>	<b>45,810.00</b>	<b>-4,709.07</b>
Bank Charge	<b>263.29</b>	<b>250.00</b>	<b>-13.29</b>
Data Entry	0.00	0.00	0.00
Digital Fees	518.43	250.00	-268.43
Function Outflow	6,604.20	3,500.00	-3,104.20
Gift	0.00	100.00	100.00
Graphic Design	1,060.00	1,100.00	40.00
Insurance	500.00	550.00	50.00
Licenses and Taxes	20.00	10.00	-10.00
Logo Purchases	<b>3,030.36</b>	<b>2,500.00</b>	<b>-530.36</b>
Mailing Service	1,673.17	2,300.00	626.83
Office Supplies	260.48	250.00	-10.48
Postage and Delivery	<b>6,966.07</b>	<b>7,000.00</b>	<b>33.93</b>
Printing and Reproduction	6,419.07	5,000.00	-1,419.07
Scholarship	<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>
Storage Locker	<b>3,204.00</b>	<b>3,000.00</b>	<b>-204.00</b>
<b>Net Difference:</b>	<b>43,960.49</b>	<b>-9,725.00</b>	<b>53,685.49</b>

## QAHSAA Cash Flow - Last year

1/1/2022 through 12/31/2022

**Exhibit 2**

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1/7/2023

Category	1/1/2022- 12/31/2022
<b>INFLOWS</b>	
Uncategorized	0.00
Donation, restr	60,875.04
Donation, unres	14,915.11
Function Inflow	5,717.00
Raffle 50-50	248.00
TOTAL Function Inflow	5,965.00
Interest Inc	63.58
Class62	0.00
TOTAL Interest Inc	63.58
Logo Sales	2,149.00
P&H	582.00
Web NotWA	1,231.00
Web WA	1,813.00
TOTAL Logo Sales	5,775.00
_DivInc	6,885.83
_LT CapGnDst	5,496.62
_RlzdGain	-34.80
<b>TOTAL INFLOWS</b>	<b>99,941.38</b>
<b>OUTFLOWS</b>	
Bank Charge	40.21
PayPal Fees	223.08
TOTAL Bank Charge	263.29
Digital Fees	518.43
Function Outflow	6,604.20
Graphic Design	1,060.00
Insurance	500.00
Licenses and Taxes	20.00
Logo Purchases	3,030.36
Mailing Service	1,673.17
Office Supplies	260.48
Postage and Delivery	197.36
Box Rental	432.00
Bulk Postage	5,582.38
Return Postage	213.15
Shipping Logo	541.18
TOTAL Postage and Delivery	6,966.07
Printing and Reproduction	6,419.07
Rent for Meetings	165.20
Scholarship	20,000.00
Storage Locker	1,602.00
Logo Storage	1,602.00
TOTAL Storage Locker	3,204.00
VOID	0.00
<b>TOTAL OUTFLOWS</b>	<b>50,684.27</b>
<b>OVERALL TOTAL</b>	<b>49,257.11</b>

QAHSAA Net Worth - Total - As of 12/31/2022

(Includes unrealized gains)

**Exhibit 3**

Page 1

1/7/2023

Account	12/31/2021 Balance	12/31/2022 Balance
<b>ASSETS</b>		
<b>Cash and Bank Accounts</b>		
BECU Checking 7910 -> 6463	7,650.73	5,543.20
BECU Checking Sherry 2611	0.00	0.00
BECU Restr M Mkt 7928 -> 6661	9,312.46	49,721.73
BECU Unres M Mkt 7217 -> 6611	13,838.30	8,584.94
BECU Unres Sav 7902 -> 6380	0.22	0.00
Logo Cash Box	100.00	100.00
PayPal Balance	0.00	0.00
<b>TOTAL Cash and Bank Accounts</b>	<b>30,901.71</b>	<b>63,949.87</b>
<b>Other Assets</b>		
Function Deposit	0.00	0.00
In-Kind Donations	0.00	0.00
Merchandise Inventory	7,367.38	7,346.27
<b>TOTAL Other Assets</b>	<b>7,367.38</b>	<b>7,346.27</b>
<b>Investments</b>		
Vanguard Broker Unr 4664	44,903.09	40,804.52
Vanguard Res Bowe 8748	37,233.68	31,395.50
Vanguard Res Endow 3623	263,467.77	227,258.31
Vanguard Rest 9078	0.00	0.00
Vanguard Unres 3010	0.00	0.00
<b>TOTAL Investments</b>	<b>345,604.54</b>	<b>299,458.33</b>
<b>TOTAL ASSETS</b>	<b>383,873.63</b>	<b>370,754.47</b>
<b>LIABILITIES</b>		
<b>Other Liabilities</b>		
Accrued Sales Tax	184.53	185.86
Class of 1935	0.00	0.00
Class of 1940	0.00	0.00
Class of 1942	0.00	0.00
Class of 1959	619.30	619.30
Class of 1961	3,108.23	3,108.23
Class of 1962	3,338.22	17.94
Class of 1963	40.00	40.00
Class of 1973	1,124.33	1,124.33
Class of 1981	810.00	810.00
<b>TOTAL Other Liabilities</b>	<b>9,224.61</b>	<b>5,905.66</b>
<b>TOTAL LIABILITIES</b>	<b>9,224.61</b>	<b>5,905.66</b>
<b>OVERALL TOTAL</b>	<b>374,649.02</b>	<b>364,848.81</b>

## Function Cash Flow by Event - Last year

1/1/2022 through 12/31/2022

**Exhibit 4**

Page 1

1/7/2023

Category	Fall Event	Picnic	Spring Event	OVERALL TOTAL
<b>INCOME</b>				
Donation, unres	0.00	0.00	20.00	20.00
Function Inflow	1,155.00	1,001.00	3,561.00	5,717.00
Raffle 50-50	0.00	0.00	248.00	248.00
TOTAL Function Inflow	1,155.00	1,001.00	3,809.00	5,965.00
<b>TOTAL INCOME</b>	<b>1,155.00</b>	<b>1,001.00</b>	<b>3,829.00</b>	<b>5,985.00</b>
<b>EXPENSES</b>				
Function Outflow	3,344.31	755.72	2,504.17	6,604.20
<b>TOTAL EXPENSES</b>	<b>3,344.31</b>	<b>755.72</b>	<b>2,504.17</b>	<b>6,604.20</b>
<b>OVERALL TOTAL</b>	<b>-2,189.31</b>	<b>245.28</b>	<b>1,324.83</b>	<b>-619.20</b>