

Lincoln Lynx Alumni Association Board Meeting

February 24, 2018 – University House - 12 p.m.

Pending Approval

Members attending (18): *President Jack McKay '57, Financial Secretary Steve LaVergne '60, Recording Secretary Judy Roe '64, Database Chairperson/All Class Luncheon Liaison Linda Strock '62, Class Rep Dixie Hughes '57, Class Rep Mary Johnson '40, Class Rep Don Ford '49. Totem II Editor Jackie King '67, Totem II Assistant Editor Sandy Smith '57, Class Rep James Raptis '80, Class Rep Ron Jostol '51, Class Rep/Past President Marie Avis '69, Class Rep Merry Pritchard '74, Class Rep Monika Lirio '79, Task Force on Membership Jeff Taylor '79, Ned Daniels All Class Luncheon MC '67, Silent Auction Chair Linda Sherry '67, Class Rep Verna Rossevelt '66. In accordance with the by-laws, there was a quorum of at least 10 members.*

A. Class Representative Reports

1. Ron Jostol class co-rep for '51 is planning an early September luncheon at Anthony's in Edmonds and is hoping for 30-35 attendees. The room capacity is 50.
2. Jackie King '67 is (among many other activities) the co-chair of the June 9th 'All Class Luncheon' at the Nile Shrine Center. Ruth Medsker, new LHS principal, will speak and present a slide show. There will be 20 cars in the classic car display. The silent auction needs more items.
3. Marie Avis past president and '69 class rep has their 50th class reunion as her current project.
4. Mary Johnson '40 class rep once again helped LLAA schedule the meeting rooms for the Board meetings at her living facility, University House.
5. James Raptis '80 class rep toured Snohomish High School as part of his tasks for the 'Task Force on Preservation' which has a goal of retaining the history of LHS.
6. Merry Pritchard '74 class rep is also co-chair for merchandise sales and acquisitions.
7. Linda Sherry '67 is co-chair of the silent auction for the June 9th 'All Class Luncheon'. She is seeking more items for the auction. No item is too small.
8. Don Ford '49 class rep is serving on a couple task forces: 'Task Force on Membership' (recruitment and retention) and 'Task Force to Reconcile the Articles of Incorporation and By-laws'.
9. Verna Rossevelt '66 class co-rep has scheduled quarterly lunches this year, March 2, September, and December. In addition, her class will have a picnic in August. The lunches are usually at Ivar's Salmon House.
10. Ned Daniels '67 is going to be the master of ceremony at the 'All Class Luncheon'.
11. Jeff Taylor '79 class rep is on the 'Task Force on Membership' with Don Ford.
12. Monika Lirio '79 is planning a 40th reunion maybe a disco themed dinner/dance at the Elks.
13. Sandy Smith '57 attended the 60th reunion for her class. It was a luncheon held during September, 2017. The class wishes to meet annually with a more casual venue.
14. Linda Strock '62 class rep had a 55th reunion at the Nile and because it was a late lunch the cost was reduced.
15. Dixie Hughes is the new class rep for '57.

B. Review and Approval of Regular Board Meeting Minutes (unanimously approved)

Approval of Minutes: Motion by Don Ford, seconded by Linda Strock to approve the October 2017 Regular meeting minutes and the January 2018 Regular Board Minutes.

C. Consent Agenda Items/Approval (unanimously approved)

1. Treasurer's report on financials-Lynne Emmons
2. Totem II chair's report on spring issue-Jackie King
3. Merchandising chair's report on inventory and sales-Beverly Washburn
4. Website Committee Report-Monica Weber and Judy Roe

5. Membership update – Steve LaVergne
6. Remodeling update of LHS-Jerry Bacon
7. Audit Committee Report-Terri Lindeke
8. Schedule of future LLAA Executive and Regular Board Meetings
9. Executive Board and Chairs Chart-Jack McKay
10. LLAA “Thank You” letters mailed-Jack McKay
11. Added: Luncheon Report

To see the detailed reports for the items in the Consent Agenda see this pre-meeting packet [click here](#).

Consent Agenda: Motion by Don Ford, seconded by Sandy Smith to accept and approve the reports and Consent Agenda list (as amended).

D. Discussion Items (all of the below motions were unanimously approved during this meeting)

1. Should the LLAA Board reconsider the life membership option?-Steve LaVergne

There are 87 non-dues paying life members in LLAA. The process and standards for designating life time membership could be more consistent. According to past president, Marie Avis, during the '90's the members could buy a life-time membership. The goals would include recommending eligibility criteria such as age, year of graduation, number of years a LLAA member. The last item, number of years a LLAA member, is restricted by the fact the data for this field just goes back 10 years.

Life-Time Membership: Motion by Don Ford, seconded by Jackie King that the LLAA Membership Chair and the Task Force on Membership Committee bring a recommendation for Life-Time membership to the March Board meeting for consideration.

2. Should the LLAA host an opening day processional?-Don Ford and Jeff Taylor

One of their ideas is to create a historical documentary about Lincoln High School with one final component of the film showing a processional event on opening day which would line Interlake Ave west side of school, one class lined up to the north of the NEW entry way and one class lined up to the south of the new entry way and the processional proceeding through an honor guard of alumni lining the entry way into building. The opening day would also be a perfect opportunity to sell LLAA merchandise. The task force is passing their many ideas to the President, Jack McKay.

LHS Reopening Processional: Motion by Jackie King, seconded by Marie Avis to proceed with the feasibility of a “Re-opening of Lincoln High School Processional” event with Alumni.

3. Should there be an alumni recruitment brochure?-Don Ford and Jeff Taylor

They provided an example flier and expanded on the idea to say there could be posters as well which could be displayed with fliers/brochures at schools, grocery stores, libraries. Quite a few do not know they can join LLAA and the task force is seeking alternate ways to advertise LLAA since mailing is very costly. The posters and fliers/brochures would convey consistency in IMAGE, LOGO, and MESSAGE. The budget for design and print can be decided later after they provide a more detailed report (including costs) at the March Board meeting.

Recruitment Fliers/Brochure/Posters: Motion by Marie Avis, seconded by Verna Rossevelt, that the LLAA develop the proposal for fliers/brochures to use in the recruitment of members and report to the Board in March.

4. Should the task force on preservation conduct a survey of interest?-James Raptis and Jack McKay

James and Jack described many of the items (pavers, wall placks, murals, trophy cases, banners, etc.) that they saw at Snohomish High School. Approximate costs were provided for a

few items. See photos in the pre-meeting packet ([click here](#)). Another suggestion was to create a mural consisting of covers from LHS year books and the committee could use <https://www.picturemosaics.com> to create this type of mural.

There was a discussion around focusing on items that could be income producing such as pavers. LLAA has liaisons who will need to find out/coordinate: what can be done by the alumni and whose role is it to do certain items?

Preservation Projects: Motion by James Raptis, seconded by Don Ford that the task force on preservation identify high interest items to undertake by the Preservation Task Force Committee, and come back to March Board meeting with a report and more details.

5. All Class Luncheon promotional strategies-Jackie King (see item #12)

6. Should the Website Committee have a website consultant budget (\$500)?- Monica Weber and Judy Roe

The purpose is to achieve some autonomy whereby the committee needn't get approval for every change.

Website Committee Autonomy: Motion by Jackie King, seconded by Sandy Smith that the LLAA Website Committee be authorized to consult with the web page designer for up to \$500 per year.

7. Should the following Committee Chairs be approved?

Amended List: Added the Task Force for Articles of Incorporation and By-laws, members Don Ford and Jackie King, added Judy Roe to Database Mgmt., and added Merry Pritchard to Merchandising.

Committee/Task Force	Primary Persons
Membership	Steve LaVergne
Annual Luncheon	Jackie King Barbara Repanich
Scholarships	Monica Weber
Totem II	Jackie King Sandra Smith
Merchandising	Bev Washburn Merry Pritchard
Wallingford Outreach	Bev Washburn
Website Mgmt.	Monica Weber Judy Roe
Data Base Mgmt.	Linda Strock Judy Roe
LHS Remodeling	Jerry Bacon
Historian Archivist	Monica Weber
Nominating	Gretchen Mork
Wallingford Parade	Terri Lindeke
Task Force on Membership	Don Ford Jeff Taylor
Task Force on Preservation	Bev Washburn James Raptis
Task Force on Articles of Inc. and By-laws	Jackie King Don Ford

Committee Chairs: Motion by Don Ford, seconded by Linda Sherry to approve the amended LLAA Committee Chairs for 2018

8. Should the following appointment of class representatives be approved?

Dixie Hughes for the class '57 and Bonnie Rudd Lambing for the class of '58
New Class Reps: Motion by Sandy Smith, seconded by Linda Strock to approve the nominated class representatives for 1957 and 1958.

9. Should the LLAA do a branding survey of the Lincoln Lynx Alumni

Association?-Jack McKay One suggestion pertaining to a concise statement of the LLAA legacy is "Loyal Lincoln Lynx".

The original motion was amended to read 'to all class reps'.

Branding Survey: Motion by Jackie King, seconded by Linda Smith that a survey be sent to all class reps by Jack McKay in March 2018, with the results presented at the April 2018 Board meeting.

**10. Should the Articles of Incorporation and By-laws be consistent?—
 Don Ford and Jack King**

The following example was shown:

<p>Articles of Incorporation Article 3, Section 3 Purpose and Powers The primary purpose for which this Association is organized is to provide scholarships for higher education to those lineal descendants of graduates of Lincoln High School of Seattle, Washington who have graduated from an accredited high school.</p>	<p>By-law Article 2 of the By-laws, Section 2.2 The Association grants scholarships to lineal descendants of Lincoln High School, Seattle, Washington graduates, attendees or staff. The Scholarship Guidelines are described in Addendum 2. By-laws, Page 2</p>	<p>By-law Addendum 2 Eligibility: All descendants of Lincoln High School/Seattle alumni or faculty/staff are welcome to apply. Addendum 2, Page 20</p>
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This new task force plans to propose wording so that the upcoming LHS graduating seniors will also be eligible for scholarships.

It was reported that they seek consistency between Articles of Incorporation and the By-laws and more visibility of historical changes to the documents.

The original motion was amended: due date of April was revised to due date of May and "seek assistance" was removed. Past president, Marie Avis, agreed to join this task force.

Articles of Incorporation and By-laws Task Force: Motion by Sandy Smith seconded by Linda Strock that Don Ford, Jackie King, and Marie Avis be authorized to propose revisions of the LLAA By-laws to be presented at the May Regular Board Meeting.

11. Should the LLAA be a sponsor of the Wallingford Community

Parade? The current budget is at the \$500 level and requesting an increase in the budgeted amount to the silver level, \$1000. See the pre-meeting packet link below for details. The original motion was amended to include the wording "in the promotion of the association".

2018 Wallingford Parade Sponsorship: Motion by Marie Avis, seconded by Linda Strock that the LLAA be involved in the promotion of the association via the July 14, 2018 Wallingford Parade and be a sponsor at the increased \$1000 (from \$500) silver level.

12. Post Card Mailing-Jackie King The post card mailing to advertise the All Class Luncheon and LLAA membership originally was planned for 6000 alumni. To include more classes, the plan for the post card mailing was expanded to include all TMP and FRMR membership types for the classes of 1948 through 1982 at a cost of about \$.30 per post card, \$2,700. The 2018 budgeted amount is \$1500. The recommendation is to increase the budgeted amount to \$2700.

Post Card Mailing: Motion by Sandy Smith and seconded by Merry Pritchard that the budgeted amount for the post card mailing be increased from \$1500 to \$2700.

13. Should there be an increased budget to cover the increase in the post card mailing (\$1500 to \$2700) and the increased sponsorship level (\$500 to \$1000) for the 2018 Wallingford Community Parade?

Below are the charts that were provided in the pre-meeting packet for 2018 Expense and 2018 Revenue. Additional financial data is available at this link: [2017/2018 Financials](#)

Administration			
Computer	\$150	\$17.00	11%
Web hosting	\$200		0%
Web Development	\$480		0%
Postcard mailing	\$1,500		0%
Business fees	\$15	\$10.00	67%
Meeting Expenses	\$660	\$101.37	15%
Postage	\$180		0%
Supplies	\$300	\$83.65	28%
Paypal fee	\$300	\$57.20	19%
Storage Unit	\$0		
Video Meetings			
Administration	\$3,785	\$269.22	7%
Membership Services			
Luncheon	\$8,800		0%
Annual Meeting			
Members Ann Mtg	\$45		0%
Membership Mgmt.	\$250		0%
Membership Postage	\$360		0%
Memorial Gifts	\$0		
Miscellaneous	\$300		0%
Wallingford Event	\$500		0%
Membership	\$10,255		0%
Scholarships			
Merchandise	\$3,600		0%
Grants	\$23,000		0%
Miscellaneous		\$17.91	
Thank you Eve	\$200	\$76.44	38%
Scholarships	\$26,800	\$94.35	0%
Totem II			
Postage Returns	\$240	\$38.00	16%
Postage Expense	\$1,200	\$78.44	7%
Print Graphics	\$4,400	\$1,360.00	31%
Print / Mailing	\$4,600	\$1,524.81	33%
Supplies	\$75		0%
Totem II	\$10,515	\$3,001.25	29%
2018 Total Expenses	\$51,355	\$3,365	6.55%

LLAA	January '18
Assets	
Whidby Bank Savings	\$30,195.24
Key Bank Checking	\$16,085.56
Kev Bank Savings	\$40,000.32
Kev Bank CD	\$25,294.68
Other Assets	\$1,200.81
Total Assets	\$112,776.61

Increased Budget: Motion by Sandy Smith, seconded by Merry Pritchard that the LLAA 2018 budget be increased by \$1,700 to cover the costs for the participation at the silver level in the July 14, 2018 Wallingford Parade and to cover the increase in the number of post cards to be mailed for promotion of the 'All Class Luncheon' and LLAA membership.

E. Adjournment at 1:37

Respectfully submitted,
 Judy Armstrong Roe '64, Recording Secretary