



Westville Alumni Association Incorporated

P.O Box 461

Westville, Indiana 46391

(219) 561-0WHS (0947)

Memorandum for Record

October 25, 2014

RE: General Membership Meeting, October 2014

Brent Carter, Association President, called the meeting to order at 5PM.

Officers Present:

Association President: Mr. Brent Carter

Association Vice President: Mrs. Jayme Bailey

Association Secretary: Ms. Karen Dudeck

Members Present:

Ms. Cathy Cambe

1. Mr. Carter called the annual meeting to order at 5 p.m. and welcomed the general membership to the event.
2. Mr. Carter opened the floor for discussion on the 2014 Annual Consolidated Financial Report and the proposed 2015 Association Budget (Attachments 1 and 2). There being no discussion from the gathered membership nor were matters for discussion submitted by members not present, the consolidated report and proposed 2015 budget adopted unanimously.
3. Mrs. Bailey reported that the Coffee and Canvas Fundraiser had generated \$305.00 for the WAAI General Fund; a significant portion of the estimated fundraising needs for the year. All members present agreed that the fundraiser was a great opportunity for participants and the association and should be repeated in the spring of 2015.
4. Mr. Carter raised the issue of the absence of volunteers to serve as association officers, the very limited participation from the membership on the Coffee and Canvas Fundraiser, and the absence of feedback from the membership as indicating a notable decline in the support of the association from the members it serves. He also pointed out the fact that the banquet remained viable thanks to the continued support by the more senior classes in the association but that participation from the junior classes, notably the 1980s and beyond, would be required to continue the health of the annual event. The group agreed to continue soliciting support from members for new officers and ongoing support and to revisit the discussion at the next meeting.

5. Mrs. Bailey discussed our plans for meeting with the new Westville High School Principal, currently scheduled for November 14th, 2014, at the WHS campus. Topics of discussion will include opportunities for reconnecting the association with the Westville School System and opportunities for the association to support unfunded school needs through a small annual contribution of time and resources. Membership support and ideas for an appropriate volunteer opportunity with the school are solicited prior to the meeting. Please contact Mrs. Bailey at vicepresident@westvillealumni.com prior to the event with suggestions.
6. Mr. Carter closed the meeting at 5:30 pm.

Submitted to the Membership

Approved/~~Disapproved~~

Karen Dudeck
WAAI Secretary



Brent Carter
WAAI President

Attachments

- A) 2014 Annual Consolidated Financial Report
- B) 2015 WAAI Budget

Attachment A, 2014 Consolidated Annual Financial Report



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WAAI Consolidated Financial Report for Tax Year Ending September 30, 2014

\$ 21,170.54	October 1 Scholarship Starting Balance
\$ 910.00	October 1 General Fund Starting Balance
\$ 22,080.54	Total Starting Balance
\$ 9,059.00	Scholarship Gross Fund Raising
\$ 155.00	Scholarship Fund Gross Donations
\$ 1,812.00	General Fund Gross Donations
\$ 4,063.00	2013 Banquet Ticket Sales
\$ 910.00	Silent Auction
\$ 16,009.00	Total Revenue
\$ (2,723.78)	Scholarship Fund Raising Expenditures
\$ (1,750.00)	2012 Disbursed Scholarships
\$ (7,500.00)	2013 Disbursed Scholarships
\$ (231.00)	2013 Other Administrative
\$ (476.00)	2013 Mailing Costs
\$ (3,665.00)	2013 Banquet Costs
\$ (300.00)	2014 Banquet Advance Deposits
\$ (16,645.78)	Total Expense
\$ 18,845.76	Sep 30 Scholarship Ending Balance
\$ 3178.07	Sep 30 Association Ending Balance
\$ 22,023.83	Ending Account Balance
\$ (2,250.00)	Prior Years Unpaid Scholarships (2012,2013)
\$ (8,000.00)	2014 Unpaid Scholarships
\$ (10,250.00)	Total Unpaid Liabilities
\$ 11,773.83	Net Assets Retained by WAAI

The above financial reporting is a true and complete reporting of WAAI financial matters for Tax Year ending September 30, 2014.

Brent Carter
WAAI President

Attachment B – 2015 WAAI Budget



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WAAI estimated budget for October 1, 2014 – September 30, 2015

Item Description	Budgeted	Notes
Estimated Income		
Ticket Sales	\$3500	Based on 100 attendees @\$35 per
Individual/Business Donors	\$500	Bulletin Advertising*
Pre-Event Fund Raising	\$250	Coffee and Canvas, etc.*
At Event Fund Raising	\$600	Raffle, Bucket*
	\$4,850	
Estimated Expense		
Banquet Facility Rental	(\$300)	
Banquet Meals	(\$1,850)	
Banquet Gratuity (20%)	(\$370)	
Graduating Senior Meals (@25 att)	(\$675)	
Banquet Dessert Service	(\$150)	
Banquet Decorating	(\$100)	
Banquet Advertising	(\$600)	Postage, printing, newspaper ad
Website	(\$120)	Site hosting and maintenance
Association Meeting Expenses	(\$50)	Printing business documentation
Association Equipment	(\$500)	Records Storage Computer*
Association General	(\$100)	P.O. Box rental, office supplies
Association Tax Filing	(\$30)	Presence Filing with State
Day of Service	(\$500)	Association Charitable Work
	(\$5345)	

*Income from fund raising is estimated based on past year performance. Current year performance will determine feasibility of association equipment purchase.