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## **AGENDA**

**EMERGENCY BOARD OF DIRECTORS (“EBD”)  
LOARA SAXONS ALUMNI ASSOCIATION (“LSAA”)  
ANAHEIM, CALIFORNIA  
EIN: 45-5233255**

**January 7, 2024  
REGULAR MEETING – 12:00 P.M. PDT  
VIA ZOOM**

**Emergency Board of Directors (EBD) Study Sessions and Closed Sessions  
will be scheduled as needed.**

**Anthony Mastrangelo, President**

**Steve Milner, Vice President**

**John D. Marshall, Treasurer**

**Diane Schoelles, Secretary**

**Tim Scott, Member at Large**

**SPECIAL ORDER OF BUSINESS AND PRESENTATIONS**

**CALL TO ORDER**

**SPECIAL ORDER OF BUSINESS**

S.1. Acknowledgment of Loara teacher thank you for LSAA's donation of pens and pencils.

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**AGENDA - REGULAR MEETING  
LSAA EMERGENCY BOARD OF DIRECTORS (EBD)  
JANUARY 7, 2024**

**CALL TO ORDER**

**ROLL CALL**

**INTRODUCTIONS (OTHERS PRESENT)**

**PUBLIC COMMENTS ON ANY SUBJECT NOT ON THE AGENDA UNDER THE JURISDICTION OF THE EMERGENCY BOARD OF DIRECTORS**

Read from emails or other documents if any.

**PUBLIC COMMENTS ON ANY SUBJECT ON THE AGENDA UNDER THE JURISDICTION OF THE EMERGENCY BOARD OF DIRECTORS**

Read from emails or other documents submitted by individuals or other agencies including the previous LSAA Board of Directors.

**Recommendation:**

1. Waive reading of correspondence received after November 8, 2023.
2. Approve list of correspondence and enter into the public record.

**JOINT CONSENT CALENDARS**

All items listed under the Consent Calendars are considered to be routine and non-controversial and may be enacted by one motion unless a member of the Emergency Board of Directors (EBD) or other interested parties' requests that an item be tabled or removed for separate action. The motion to adopt the Consent Calendar(s) is deemed to be a separate motion by each Agency and shall be so recorded by the Emergency Board Secretary.

**A. CONSENT CALENDAR - EMERGENCY BOARD OF DIRECTORS**

**A.1 APPROVAL OF LSAA EBD MEETING MINUTES DATED NOVEMBER 19, 2023**

**Recommendation:**

1. Approve.

A.2 ACCEPTANCE OF EMERGENCY MEETING EMAIL VOTE REGARDING PICK UP FROM LOARA HIGH SCHOOL "MAILBOX" – MOTIONED BY JOHN MARSHALL AND SECONDED BY ANTHONY MASTRANGELO

**Recommendation:**

1. Motion passed via unanimous email consent on November 28, 2023.  
Entered the vote into the records.

A.3 ACCEPTANCE OF EMERGENCY MEETING EMAIL VOTE REGARDING PICK UP FROM ANNA KUNKLE'S STORAGE SHED OF BANNER/FLAG ITEMS AND YEARBOOKS – MOTIONED BY JOHN MARSHALL AND SECONDED BY ANTHONY MASTRANGELO

**Recommendation:**

1. Motion passed via unanimous email consent on November 28, 2023.  
Entered the vote into the records.

A.4 ACCEPTANCE OF EMERGENCY MEETING EMAIL VOTE TO PAY DIANE SCHOELLES FOR RENTAL TRUCK CHARGES TO PICK UP ITEMS FROM ANNA KUNKLE'S STORAGE SHED

**Recommendation:**

1. Motion passed via unanimous email consent on December 10, 2023.  
Entered the vote into the records.

**B. CONSENT CALENDAR – LOARA HIGH SCHOOL**

**C. REPORTS**

C.1 LSAA EBD REPORTS

.A PRESIDENT

.1 REPORT ON DISCUSSIONS WITH LHS PRINCIPAL REGARDING LSAA LIBRARY MISSING YEARBOOKS AND SUPPLY THEREOF FROM LHS VIA THE ACTIVITIES DIRECTOR

.2 REPORT ON DISCUSSIONS WITH LHS PRINCIPAL REGARDING SALE OF OVERSTOCK OF LHS YEARBOOKS AS OUTLINED IN THE SECRETARY'S INVENTORY OF THE SHED AND STORED ITEMS

.B VICE PRESIDENT

.1 STATUS OF CHECKS RECEIVED FROM TREASURER AND PAYMENTS MADE

.C TREASURER (REPORT ATTACHED)

.1 U.S. BANK UPDATE

.2 PAYMENTS AND EXPENDITURES, AND RECEIPTS SINCE NOVEMBER 19, 2023 INCLUDING WINTER WISHES, RENTAL TRUCK TO PICK UP ITEMS IN SHED, ACCOUNTANT

.3 FUTURE PAYMENTS DUE INCLUDING CITY OF ANAHEIM BUSINESS LICENSE for 2024 FISCAL YEAR, INSURANCE, DOMAIN NAME RENEWAL DUE MARCH 4, 2024

.4 QUESTIONABLE EXPENDITURES FROM FEBRUARY TO NOVEMBER 2023,  
IF ANY

.5 TAX FILINGS

.D SECRETARY (REPORT ATTACHED)

.1 WEBMASTER AND SOCIAL MEDIA – CLEAN UP OF FILES

.2 CORPORATE FILINGS - STATE OF CALIFORNIA CORPORATION OFFICER  
UPDATE

.3 INVENTORY OF SHED ITEMS, RECONSTRUCTION OF CORPORATE  
RECORDS AND CORPORATE SEAL FROM SHED AND ELECTRONIC  
COMMUNICATIONS, and RECONSTRUCTION OF CORPORATE FINANCIAL  
RECORDS AND ELECTRONIC COMMUNICATIONS

.E AT-LARGE

.1 POST OFFICE BOX AND LHS “MAILBOX” UPDATE

C.2 OTHER REPORTS

**D. OLD BUSINESS: ITEMS REMOVED FROM PREVIOUS CONSENT CALENDARS FOR DISCUSSION  
OR SEPARATE ACTION**

D.1 BASEBALL FIELD PAVER INSTALLATION

D.2 TIME CAPSULE

D.3 LOCKER PLAQUES

D.4 LHS BAND BANNER REPAIRS

D.5 REMOVAL OF CLASS PAGES FROM LSAA WEBSITE

D.6 LIST OF LIFETIME, ACTIVE, AND INACTIVE LSAA MEMBERS

**E. NEW BUSINESS and MOVED FROM OLD BUSINESS FOR DISCUSSION**

E.1 SCHOLARSHIP PROGRAMS REVIEW

.a ATTACHMENT #1 – PREVIOUS TOMMY TOMLINSON SCHOLARSHIP  
REQUIREMENTS AND APPLICATION AND RECOMMENDATION FORMS

E.2 LSAA STORAGE SHED INVENTORY AND INSURANCE THEREOF, PLUS POTENTIAL SALE  
OF YEARBOOK OVERSTOCK AND OTHER INVENTORY DISCUSSIONS

E.3 DISCUSSION ITEM: FUTURE OF LSAA

**F. CLOSING COMMENTS AND/OR REPORTS**

**G. ADJOURNMENT**

**PUBLIC INSPECTION**

The contents of the agenda packet are available for public inspection on the LSAA website at <https://www.saxonalumni.com>. Any written information related to an open-session agenda item that is known by the LSAA to have been distributed to all or a majority of the LSAA Emergency Board of Directors less than 72 hours prior to this meeting will be made available for public inspection on the LSAA website at <https://www.saxonalumni.com>

**CERTIFICATION**

*I, Diane Schoelles, Emergency Board Secretary of the Loara Saxons Alumni Association, certify that 24 hours prior to this Board Meeting, the LSAA EBD Agenda was posted on the LSAA website at: [www.saxonalumni.com](http://www.saxonalumni.com).*

Date Posted: January 6, 2024

**ATTACHMENTS - REGULAR MEETING  
LSAA EMERGENCY BOARD OF DIRECTORS (EBD)  
JANUARY 7, 2024**



November 28, 2023

Loara Saxons Alumni Association, Inc.  
P.O. Box 9397  
Anaheim, CA 92812  
Established: June 25, 2012

Minutes of Emergency email board meeting November 28, 2023  
Purpose of Meeting: To resolve mail pick up at Loara High School

An email vote of the Emergency Board consisting of Anthony Mastrangelo President, Steve Milner Vice President, John Marshall Treasurer, Diane Schoelles Secretary, and Timothy Scott board member was taken, with John Marshall motioning and Anthony Mastrangelo seconding, and all were in agreement that any and all of the Emergency Board members are allowed to pick up the Association's mail placed in the "mailbox" located at Loara High School, 1765 Cerritos Avenue, Anaheim CA 92804. Tim Scott volunteered to do this on a weekly basis when he checks the U.S. Postal Service P.O. Box.

It was also agreed that Anna Kunkle, former Association President, and all other former board members including Pamla Manazer Vice President, Melody Beyler Secretary, Randy Gossett board member, Debbie Herman board member, and David Miller board member, should be removed from the Loara High School list of persons who have access to the mailbox other than dropping items off, since they each resigned their positions in the Loara Saxons Alumni Association, Inc. effective November 7, 2023.

Respectfully submitted,

Diane Schoelles  
Secretary  
Loara Saxons Alumni Association, Inc.



November 28, 2023

Loara Saxons Alumni Association, Inc.  
P.O. Box 9397  
Anaheim, CA 92812  
Established: June 25, 2012

Minutes of Emergency email board meeting November 28, 2023  
Purpose of Meeting: To resolve banner/flag and yearbook inventory storage location

An email vote of the Emergency Board consisting of Anthony Mastrangelo President, Steve Milner Vice President, John Marshall Treasurer, Diane Schoelles Secretary, and Timothy Scott board member was taken, with John Marshall motioning and Anthony Mastrangelo seconding, and all were in agreement that Diane Schoelles Secretary will store the various banner/flag items, including but not limited to poles, spears, crossbars and endcaps, chains, tassels, reconstructed "letter" L O A R A banners (5), original heraldry/icon banners (2), original crest banners (2), red/white poly-China silk flag (1), repair kit with extra parts, duffle and zippered storage bags for said items, and umbrella stands. Diane will also store all yearbooks collected by LSAA and in Anna's shed, including but not limited to the full set and any books offered for sale. Diane will contact Anna regarding a time and place to pick said items up no later than January 10, 2024.

It was also agreed that Diane will remain in contact with the Loara Class of 1974 Reunion committee who have reserved the banners for their upcoming 50<sup>th</sup> reunion in September 2024. Diane's contact in that regard is Joan Powers-Denny who has agreed to discuss the missing crossbars and endcaps with Perrin Fulmer who was tasked with repairing or making new ones but has not yet done so nor returned the items he was given in that regard.

Respectfully submitted,

Diane Schoelles  
Secretary  
Loara Saxons Alumni Association, Inc.



December 10, 2023

Loara Saxons Alumni Association, Inc.  
P.O. Box 9397  
Anaheim, CA 92812  
Established: June 25, 2012

Minutes of Emergency email board meeting December 9, 2023

Purpose of Meeting: To approve expenditures for Winter Wishes, Truck Rental, and Accountant

An email vote of the Emergency Board consisting of Anthony Mastrangelo President, Steve Milner Vice President, John Marshall Treasurer, Diane Schoelles Secretary, and Timothy Scott board member was taken, with Anthony Mastrangelo motioning and John Marshall seconding, and all were in agreement that the Treasurer, John Marshall, shall pay the amounts due for Winter Wishes (\$1000.00), Diane Schoelles for Truck Rental (\$345.46), and accountant fees for tax filings as soon as the new checks arrive from U.S. Bank.

Respectfully submitted,

Diane Schoelles  
Secretary  
Loara Saxons Alumni Association, Inc.

UPDATE: Checks arrived to John Marshall on December 26; mailed to Steve Milner.





## *Loara Saxons Alumni Association*

ALL GRADUATING CLASSES ARE REPRESENTED

### **Treasurers Report January 2024**

Current balance in US Bank Checking as of January 4, 2024 is 3043.81

Current balance in US Bank Scholarship as of January 4, 2024 is 1793.74

Outstanding checks:

#1001 to Loara \$1000.00

#1002 to SGRT (accountant) \$138.75

#1003 to Diane Schoelles (trk rent) \$345.46.

Upcoming expenses for this month that I am aware of will be insurance \$133.43 (approx.) and Quickbooks \$90.00 if they don't raise the rate again. Those 2 payments come out around the end of the month.

Copies of both bank statements are provided with this report.

Respectfully submitted,

John Marshall  
Treasurer  
January 4, 2024



# *Loara Saxons Alumni Association*

ALL GRADUATING CLASSES ARE REPRESENTED

## **Secretary's Report January 2024**

### **WEBMASTER AND SOCIAL MEDIA**

1. CLEAN UP OF FILES – LSAA G-mail and Drive folders are approximately 50% updated. Estimated completion date of clean-up is February 1, 2024.
2. DOMAIN NAME **saxonalumni.com** - renewal is due March 4, 2024 at a cost of \$44 (approximately) via WIX for 6 months (\$7.35 per month). The Treasurer has been notified, and the question is raised as to whether the domain name is necessary depending on the plans for the future of LSAA. The downside of non-renewal of the domain name is anyone from that point forward can renew and utilize it.  
<https://www.saxonalumni.com/>
3. LSAA FACEBOOK GROUP - All Emergency Board Directors have access to the LSAA FB GROUP (<https://www.facebook.com/groups/155632044567623>) as administrators. John Marshall and Diane Schoelles monitored the membership requests and posts thereto. John and Diane also administer the Loara HS Facebook Group created by Mark Ward (<https://www.facebook.com/groups/5706316694/>) which is where the master Fallen List and other historical information is stored.
4. E-COMMERCE APP – the ability to sell LSAA non-profit items via WIX using their e-Commerce app from the LSAA bank account at U.S. Bank through Square and PayPal is \$204 (16.66) per year and is paid for through July 2024. The question has been raised as to whether this expense is necessary depends on the plans for the future of LSAA. Other methods of merchandise sale include Facebook Marketplace and E-Bay or other sites including giving all sale items to LHS for sale via the ASB and student store.
5. JOT-FORM – This application is used on the website for membership and contact e-mails. If this app is no longer needed, the question arises as to whether LSAA needs to continue to utilize it depending on the plans for the future of LSAA.
6. THE LSAA LOGO COPYRIGHT was registered under the previous LSAA Webmaster David Henzler as the designer and claimant, and it is valid throughout his lifetime. He relinquished ownership of the copyright to LSAA via letter in 2013, thus there is no renewal fee.

### **CORPORATE FILINGS - STATE OF CALIFORNIA CORPORATION OFFICER UPDATE**

1. Up-to-date until September 2024.

**UPDATE OF INVENTORY OF SHED ITEMS, RECONSTRUCTION OF CORPORATE RECORDS AND ELECTRONIC COMMUNICATIONS, and RECONSTRUCTION OF CORPORATE FINANCIAL RECORDS AND ELECTRONIC COMMUNICATIONS**

1. The LSAA inventory of **physical and digital media items** is approximately 70% complete. The remaining inventory items include: recordings (mainly the band and choir), Saxon Shields (both physical and digital copies), Graduation programs (both physical and digital copies), miscellaneous photographs and newspaper articles, and potential time capsule items donated over the past 10 years. A copy of the LSAA inventory as of January 2 was sent to the board on 1/4/2024.
2. The **yearbook library inventory** has been completed. There are two sets of yearbooks, and neither set is complete. LHS may be able to help complete the sets since most of the missing yearbooks are from the class years 2018 to 2023. In addition, there are approximately 264 yearbooks that are “extra” or “overruns,” and those can be offered for sale on auction sites, via LHS ASB, or via LSAA e-commerce. The estimated sales revenue at \$20 per book is \$5,280, and sales revenue at \$10 per book is estimated at \$2,600, not including deductions for shipping.
3. The **reconstruction of the Corporate Records** including the Agendas, Meeting Minutes, and correspondence, plus the Membership records, and the **Financial Records and Reports**, both from 2012 to 2023, will be completed by February 1, 2024.
4. Potential inventory-for-sale to alumni via e-commerce has been completed. These items include decals, masks, t-shirts, polo shirts, imprinted pens, etc. The total revenue anticipated is no more than \$100. Many of the items can be used as donations toward LHS events or class reunions.

Respectfully submitted,

Diane Schoelles  
Secretary  
January 5, 2024

## Attachment #1 – Previous Scholarship documents



### Tommy Thomason Civic Leadership Scholarship

Loara Saxons Alumni Association, Inc. (LSAA) is offering, for the 2019-2020 school year, two (2) Loara High school graduating seniors the opportunity to apply for a scholarship worth \$1,000 each. This scholarship acknowledges the achievements of high school seniors from Loara High School who exemplify well-rounded qualities and civic responsibility.

#### Availability

LSAA scholarship funds are available to any graduating high school 12<sup>th</sup> grade student from Loara High School. Scholarships are to be used during the fall quarter/semester immediately following high school graduation at an accredited college, university, community college, or trade/technical school.

#### Qualifications

This scholarship recognizes the well-rounded student and does not have a grade point average restriction or requirement.

Applicant must

- 1). Be a California resident
- 2). Graduate from Loara High School
- 3). Must have participated in community service/volunteer activities
- 4). Must be accepted as a full-time student at an accredited university, college, or technical school prior to scholarship award.

\*Awards are not transferable to a third party and are one-time only.

#### Recommendation and Due Date

The recommendation and accompanying reference forms may be obtained by downloading it from the LSAA website at [www.saxonalumni.com](http://www.saxonalumni.com) or at Loara High School's front desk and are due by 11:59 pm on Thursday, April 9, 2020.

The final recommendation packet must include:

- A completed applicant info form, one staffulty recommendation form, and one non-profit representative/advisor recommendation form.
- A copy of the applicants college acceptance letter
- A copy of CA residence (driver's license, CA ID, school ID)

Applicant's info form and both reference forms must be received in the association school mailbox by 11:59 pm on Thursday, April 9, 2020. Please note: staffulty reference forms should be placed in a sealed envelope and into the Alumni Association's mailbox for confidentiality and the non-profit representative/advisor form should be mailed.

#### Scholarship Winner/Recipient's Responsibilities Recipients must:

- Return a completed scholarship packet including an info form, one letter of recommendation from a staffulty member and one recommendation form from a non-profit representative/advisor
- Notify your college, university, or trade/technical school about the award and that a check for your account will be mailed to them.
- Notify the Loara Saxons Alumni Association, Inc. of any changes in address, school enrollment or other relevant information when requested.

#### Selection

Recipients are nominated by Faculty/Staff members via a recommendation form. A committee of Loara Saxons Alumni Association, Inc. board members will review all qualifying applications before determining the recipients of the scholarship. Applicants will be notified of the decision by Friday, May 1, 2020.

#### Follow-Up

Recipients will be announced and presented the LSAA Tommy Thomason Civic Scholarship award at the Senior Awards by LSAA Board Members. A one-time check in the amount of \$1,000 will be issued to the payable school and will be mailed from Loara Saxons Alumni Association, Inc. to the winner's accepted/enrolled school of attendance



# Loara Saxons Alumni Association

ALL GRADUATING CLASSES ARE REPRESENTED

## Tommy Thomason Civic Leadership Scholarship Applicant Info Form

Deadline for All Applications is 11:59 pm on Thursday, April 9, 2020

Applicant Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: CA Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ GPA: \_\_\_\_\_

Email Address: \_\_\_\_\_

School sports/Clubs/Special Programs: \_\_\_\_\_

Honors/Awards: \_\_\_\_\_

Community Service: \_\_\_\_\_

College(s) accepted to: \_\_\_\_\_

College attending: \_\_\_\_\_

Major / Minor: \_\_\_\_\_

Copy of College Acceptance Letter:  Yes  No

Copy of CA State Residence Verification:  Yes  No  
(CA Driver's License, CA ID, School ID)

School Counselor Name: \_\_\_\_\_

School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Counselor Comments: \_\_\_\_\_

For more information please contact [loarasaxonsalumni@gmail.com](mailto:loarasaxonsalumni@gmail.com)



# Loara Saxons Alumni Association

ALL GRADUATING CLASSES ARE REPRESENTED

## Tommy Thomason Civic Leadership Scholarship Non-Profit Representative/Advisor Recommendation Form

To be completed by a Loara High School faculty/staff member.

The purpose of the scholarship is to acknowledge the achievements of Loara High School seniors who exemplify well-rounded qualities and civic leadership. The scholarship is awarded to two graduating Loara High School seniors. It is our goal to provide an incentive for students to continue their education after high school.

Name of 12<sup>th</sup> grade applicant: \_\_\_\_\_ Student ID #: \_\_\_\_\_

It is with great pleasure to recommend, \_\_\_\_\_, for the Tommy Thomason Civic Leadership scholarship.

I feel this student is worthy of this scholarship because \_\_\_\_\_

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1 See page two (2) to complete recommendation form.

• In what capacity do you know the student? \_\_\_\_\_  
\_\_\_\_\_

• Give your evaluation of the student's well-rounded abilities, attitude, and potential. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Information provided will be considered confidential. Place this reference form in a sealed envelope and mail to Loara Saxon Alumni Association, Inc. P.O. Box 9397, Anaheim, CA 92812 to be received by 11:59 p.m. on Thursday, April 9, 2020.

Name of faculty/staff member completing form: \_\_\_\_\_

Faculty/Staff position: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Completed forms are due to the Alumni Association mailbox by 11:59 pm on Thursday, April 9, 2020**