



## Kentridge High School Booster Club

14201 SE Petrovitsky Rd, Suite A3, Box 141, Renton, WA 98058



November 7, 2016 Virtual Meeting Minutes Recording New Parent Reps Via Email  
To the KRHSBC Board,

Three of our member groups have new parent reps - Lisa Goldsmith for Girls' Swim and Dive, Jen Smith for Wrestling, and Toni Thomas for Track. They are replacing Trina Bolstad, Rob Holman, and Lynda Holman, respectively. These parent reps will be treasurers for the member groups and liaisons to our "umbrella" KR Boosters. They will be added as Limited Signers on their respective team/club's US Bank account under our KRHSBC non-profit EIN. The US Bank has requested that all changes to accounts have accompanying formal, signed, typewritten minutes on letterhead that includes entity name, address, type of corporation, and date of incorporation.

Respectfully,

*Kimberly Jyl Kaiser*

*president of the Kentridge High School Booster Club, 2014-2016*

*206-304-7200*

December 10, 2016 Virtual Meeting Minutes Regarding New Member Group, Project Unify  
To the KRHSBC Board,

Last spring, Kentridge Athletics and Activities Director, Eric Anderson, informed me that Project Unify would be joining KR Boosters. Kristi Newlon, our parent rep for Football, has volunteered to be the parent rep for the new member group as well. I will be opening a new account for Project Unify at the US Bank and registering Kristi as a limited signer on the account.

In keeping with our new policy of allowing online banking, I will have Kristi apply at the same time the new account is being established. As our policy prohibits the use of ATM/debit/credit cards with booster accounts, I will request that the bank shred the ATM card when it arrives (ordering a card is necessary to obtain the PIN needed to sign up for online banking).

The US Bank has requested that all changes to accounts have accompanying formal, signed, typewritten minutes on letterhead that includes entity name, address, type of corporation, and date of incorporation.

Respectfully,

*Kimberly Jyl Kaiser*

*Co-president of the Kentridge High School Booster Club, 2016*

*206-304-7200*

March 6, 2017           Virtual Meeting Minutes Recording New Parent Rep Via Email  
To the KRHSBC Board,

Track and Field has new parent reps – Aleli and Rowen Punsalan. They are replacing Lynda Holman. They will be treasurers for Track, with Aleli writing the checks and Rowen assisting with the spreadsheet, and liaisons to our “umbrella” KR Boosters. Aleli will be added as Limited Signer on the US Bank account for Track under our KRHSBC non-profit EIN. The US Bank has requested that all changes to accounts have accompanying formal, signed, typewritten minutes on letterhead that include entity name, address, type of corporation, and date of incorporation.

Respectfully,

*Kimberly Jyl Kaiser*  
*president of the Kentridge High School Booster Club, 2014-2016*  
*206-304-7200*