

2014-15 YS All Sports Booster Club

October 6, 2014 Minutes

Attendance: Carol Kauffman (President), Rebecca Firestone (President-Elect), Chris Adams (Athletic Director and Vice Principal), Mark O'Reilly (Assistant Athletic Director and Boys' Tennis Coach), Michelle Schultz (Treasurer and Boys' Basketball), Rebecca Countess (Secretary and Boys' Tennis), Cindy Hartshorne (Girls' Tennis), Patty Carlisle (Girls' Tennis), Jeff Marshall (Baseball), Marc Smith (Website), Jerry Anderson (Scholarship), Josh Leik (Track), David Wickenheiser (Track Coach), Brian Gentzel (Wrestling Coach), Lori Ward (Golf), Andrea Smith, Mary Ridings (Awards/ Flowers), Kathy Shoff (Girls' Soccer), Kathy Donahue (Boys' Soccer), Bethany Kelly (Boys' Soccer), Candice Sipes (Boys' Lacrosse), Stacy Hammel (Cheerleading), Sarah Peters (Football), Sarah Reinecker (Girls' Basketball), Jess Barley (Girls' Basketball Coach), Jana Smith (Baseball), Rose Kline (Golf), Lori Ward (Golf), David Turybury (Softball Coach), Amy Golden (Softball), Lori Cardone (Cross Country), Leslie Platts (Indoor Concessions), Nikki Hunt (Girls' and Boys' Swimming), Wendy McBride (Girls' Volleyball)

Meeting called to order at 7:00pm by President Carol Kauffman.

Approval of Minutes

New Business:

- Welcome new Softball Reps
 - Add new softball rep, Amy Golden's email and phone number to our contact lists: yrgolden1@gmail.com, phone: 717-852-9699.
- Vote to approve change to By-Laws. Passed.

Reviewed 2014-2015 Banquet/Awards Ceremony Policy.

The York Suburban All Sports Booster Club will provide up to \$125 reimbursement to all High School sports teams for their end of season banquet/awards ceremony. The money can be used to purchase any food or paper goods. An original receipt is required and must be attached to the Team Allocation Request Form. Combined team banquets are eligible for \$250 reimbursement.

- Work with the coach to select a date for the team banquet and determine the format.
 - Team potluck with awards
 - Team awards followed by refreshments and/or desserts
- Contact Shelby Marks in the high school office to reserve the cafeteria for your event. She can be reached at (717)885-1270 ext. 8002 or smarks@yssd.org.
- Communicate the event details with the parents and Athletic Director. (School Board members attending the banquet often ask the Athletic Directors if dinner is included in the event.)

- Inform the Athletic Director of any special needs for the event for example, overhead projector or DVD player.
- Contact the Awards and Flowers Committee Chair to order awards. **You must provide at least a two week notice in order to receive awards.**
- Determine if the Booster Club Representative or Coach is preparing the program.
- Remember to include 9th grade and/or Middle School coaches in your plans if applicable to your sport.
- Recruit parent volunteers to help with set up and clean up. The team is responsible for cleaning up the cafeteria including cleaning tables, moving tables back to their original position and flipping chairs on to table tops if that's how they were positioned when you arrived at the cafeteria. Please leave the cafeteria the way you found it.

Banquet Policy

- Currently reads, "If you have a combined banquet, it is \$150", but it is actually still \$250.

Allocation Policy--

- Where do you get allocation money?
 - a. Concession Stands do not make money. Spiritwear makes a few dollars.
 - b. We are making money from tournaments. Tournaments pay for scholarships and allocation money. 100% of our concession stands at tournaments need to be donated.
 - c. Please ask your parents for donations and thank your parents for the donations they have given!

Outdoor Concession Stand Use this Spring

- 8 Track events this spring. 4 at the Middle School and 4 at the High School (3 Senior High plus relays). Events start at 3:30pm.
- When spring allocations are scheduled, Track stands will be added.

Athletic Director's Report-- Chris Adams

- Student Participation
 - a. High School: last year 294, this year 308.
 - b. Middle School: Last year 124. This year 104.
- Starting to wind down fall season:
 - a. Golf finished their season.
 - b. Girl's Tennis championship starts tomorrow.
 - c. Girls' Soccer and Football are still going.
- Winter Season
 - a. 3 Tournaments
 - i. Popular Tournament: Wrestling
 - b. Coach Evans wants to start a Boys' Junior Varsity
 - i. Anticipate 10 schools- 4 already

- c. Coach Wick--Track Relays--weekend before Easter
 - i. 18 schools would be awesome
 - ii. Keep sending out message.
- d. Another opportunity
 - i. District Field Hockey Concession Stand
 - ii. YSHS guaranteed
 - iii. One but hopefully two or three host dates.
 - iv. In stadium.

Treasurer's Report--Michelle Schultz

Allocation Summary

- Please see Financial Report and Team Allocation Summary for the 2014-2015 School Year. Positive numbers equal money available to spend. Negative numbers equal expenses.
- See Team Allocation Summary to identify how much money your team has to spend. The last column will tell you if you have money to spend.

Financial Report

- Girls' Soccer is not reflected.
- Boys' Soccer brought in more money this year.
- Cutting a check for half the amount of profit to give to the band.
- Spiritwear is showing a deficit because spiritwear has been bought.
- Donation by Viking Club
 - \$500 donation
 - \$1200 Endzone Camera

Reimbursement Requests

- Submit the form to the Booster Club President or Athletic Director. Forms can be placed in the Booster Club mailbox in the High School Office or submitted at the monthly Booster Club meeting. Each request requires the approval of the Principal, Athletic Director and Booster Club President. Itemized receipts **MUST** be included in order to be reimbursed for any purchases.
- Allocation money can be used for the following items:☑Team parties/dinners (excluding the end of season banquet)☑Team t-shirts/clothing☑Uniforms/equipment☑Summer league dues☑Tournament entry fees
- *Allocation money CANNOT be used for gifts for seniors or coaches at senior night events, banquets or end of season gifts of any kind.*

Sponsors

- Sponsors have to pay quickly to have their names listed on the t-shirts. Ad's provide cash start up for tickets. Booster club provides start up cash for concession stands.
- Please email Michelle Schultz (mschultz@sfc-cpa.com) if you have any questions about allocations.

Membership Report

- Chris Adams will move Booster Club to quick links.
- Passes will go out immediately.
- Please get membership forms to ALL parents! Please push parents to get involved and join the Booster Club. Carol is happy to speak to your team about the importance of membership.
- Each year, the booster club provides:
 - Eight \$500.00 scholarships to senior athletes
 - Monies to subsidize season-end celebration and awards ceremonies and for team equipment and uniform purchases
 - Corsages for parents of senior athletes on senior recognition night
 - School directory for high school students
 - Outdoor and indoor concessions for sports
 - Sponsorship of the Boys' Soccer Tournament, Boys' Basketball 3v3, Boys' Basketball Tip-off Tournament, Holiday Girls' Basketball Tournament, JV Girls' Volleyball, Boys Wrestling Tournament and Herb Schmidt Relays
- Support and membership are important!
- [Click here](#) for our 2014-2015 membership form.

Tournaments:

- Want to add a second location to girl's Volleyball so that would mean more concession stands.
- Please send an email out to your team parents requesting concession stand donations. When parents supply food for the concession stands, it is 100% profit, which is more money for our teams!
- Boys Basketball – December 5th and 6th
 - \$200 for sponsors
 - Will send to reps for sponsors
- Wrestling Duals – December 13th
- Girls Basketball Holiday Tournament – December 29th and 30th

Outdoor Concession Stand

- Please ask your parents to contribute food. Donations of food are pure profit!

Indoor Concession Stand-- Leslie Platts

- Michelle Schultz and Leslie Platts will go to the store to do a major purchase.
- Send reminders about concession stand duties.

Review Indoor Concession Stand Procedures

1. Report to the stand 30 minutes prior to the start of the scheduled event. Some events require additional set up time. Check with your team rep or Booster Club Scheduler to verify your start time. **Work teams will be encouraged to bring a food and/or dessert item to sell at the stand for each event. All donated food means 100% profit for the Booster Club. Crock Pot items (Mac n Cheese is a great seller) and individually packaged baked goods that we can sell for .50 are preferred.**
2. Set up tables by front entrance of auditorium by ticket booth.
3. Ask an Athletic Director or custodian to unlock the door behind the ticket booth where the concession items are stored.
4. Roll out the small fridge, the hotdog roller and large candy cart. Plug in fridge and hotdog roller. Extra electricity is available through the ticket window into the storage closet.
5. Turn hotdog roller on high and add hotdogs. Monitor temperature as roller gets hot and hotdogs begin to cook.
6. An Athletic Director will give you a cash drawer. **Count starting cash and record on deposit slip.** Drawer should contain \$150 in cash and rolled coins. Loose change is **NOT** counted or part of the \$150.
7. Close stand during or after last quarter, period or match.
8. Wrap all cooked food and try to sell or give away to Suburban athletes or parents. Candy and drinks should **NEVER** be given away. Unused food can be wrapped and put back in the storage room. Clean tables, hotdog roller and utensils. Roll all items back into storage room with small fridge going in last and plugged in. Small fridge should be restocked with drinks from the larger refrigerator or warm drinks that are in cases.
9. Count cash, leaving \$150 in bills and rolled coins in the drawer. Loose change does not need to be counted. **Fill out a deposit form and record the total dollars in the ledger book. The deposit form and profit should be sealed in an envelope and given to the Athletic Director when they come to collect the drawer at the end of the event.**

Spiritwear-- Stacy Hammel

- Look into online individually placed orders by students and their families.
 - Jamie Sanders offers an online package to organizations that is simple and profitable.

Fundraising--Jerry Anderson

- \$20 per sign
- Return order sheets typed
- Registration to membership--cheaper sign
- Team Reps: Call Jerry to talk to your teams about signs and scholarships.
- Ideas: Do a chicken barbeque to generate thousands of dollars

Flowers/Awards

- See Mary about Senior Night Flowers

Scholarships

- October 30-- scholarship deadline for Seniors to submit applications

Next Meeting: November 3, 2014

Meeting adjourned at 8:01pm.