

2014-15 YS All Sports Booster Club

January 5, 2015 Minutes

Attendance: Carol Kauffman (President), Rebecca Firestone (President-Elect), Mark O'Reilly (Assistant Athletic Director and Boys' Tennis Coach), Michelle Schultz (Treasurer and Boys' Basketball), Rebecca Countess (Secretary and Boys' Tennis), Josh Leik (Track), Andrea Smith (membership), Bethany Kelly (Boys' Soccer), Sarah Peters (Football), Sarah Reinecker (Girls' Basketball), Lori Cardone (Cross Country), Leslie Platts (Indoor Concessions), Nikki Hunt (Girls' and Boys' Swimming), Wendy McBride and Keith Miller (Girls' Volleyball), Sue Robinson (football), Jerry Anderson (Fundraising), Jana Smith (baseball rep) and Marc Smith(website)

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

Approval of Minutes

New Business:

- Balance Carryover Policy Issue
 - Need a new policy on the carry over balance, if you have one over \$500.
 - Teams need to request the money if they want to keep it.
 - The policy needs to be changed or expanded because the language is not strong enough, because it is still being questioned.
 - Will contact coaches for input.
 - Possibilities:
 - Can only carry over a balance every other year.
 - Spend by January or send a specific spend by date to be given an extension.
 - Give an invoice of what the team is very specifically planning to spend the money on. Must be documented.
- Battle of the Buildings is January 31st at 6pm
 - Need volunteers to sell spirit wear
 - Call Lori Cordone
- Basketball Game on January 10th 4:30PM
 - Wrestling cannot cover work assignment and asked if another team was willing to switch.
 - No other teams were available.
 - Boys' Tennis had no shifts to switch, but offered to do the shift.
 - Boys' Wrestling will get the first choice on the next seasons' allotments and then will be in the regular lottery with all the other teams.
- Question was raised about 2 injuries recently due to the uneven mats.
 - Mark O'Reilly agreed to look into this safety issue.
 -

Athletic Director's Report-- Mark O'Reilly

- Thank you Booster Club for all your behind-the-scenes work.

- Boys' JV Tournament was very well received.
 - Therefore, we will be bringing in another one.
- Herb Schmidt Relays
 - Only 9 teams so far
 - We will run it even if 9 is all we get.
 - It is always the first Saturday in April. This year because of Easter we have changed the date.
 - April 28th this year. The new date has resulted in fewer teams, but it will be back to the usual schedule next year.

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.
- Everything should be up-to-date
- 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.

Non-Profit Status-- Could take 6 months to a year to get our non-profit status.

- This will be helpful for sponsorships and gifts.
- The Viking Club has been very gracious this year.

Financial Report

- Available Booster Club Funds \$22,761.06
- Please see this month's Financial Report.

Reimbursement Requests

- ***Allocation money CANNOT be used for gifts for seniors or coaches at senior night events, banquets or end of season gifts of any kind.***
- Please email Michelle Schultz (mschultz@sfc-cpa.com) if you have any questions about allocations.

Membership Report

- Updated Memberships. No other ones have come in.
- Please get your team parents to join!! Hopefully we get another \$1,000.
- Support and membership are important!
- [Click here](#) for our 2014-2015 membership form.
- 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

Scholarships

- We have 16 scholarship applications from our winter athletes.
- January 16th is deadline for winter athletes.
- Please invite Rebecca and Jerry to speak about scholarships at your sports team parent meetings.

Relays:

- Will be setting up Kick-Off Meeting
- Josh, Lori Ward and Carol, plus 3 parents from the band will steer the committee
- Goal is to get more sponsorships.
 - Band believes they can get more scholarships
 - Levels of Sponsorship:
 - Gold-- \$500 (This is harder to get in the present economy)
 - Silver--\$250
 - Bronze--\$125
 - Maybe even \$50

Fundraising

- Yard signs in tomorrow.
- Chicken Barbeque-- Needs more research.
 - Also looking into pulled pork
 - Vote passed to go forward with purchasing limited quantity of pulled pork.

Indoor Concession Stand-- Leslie Platts

- We have had a great response to our plea for baked goods.
- Thank you to all those who baked and donated!
- Remind parents to continue to donate!

Please 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.**

Flowers/Awards

- Senior Night
- Give her a two week lead time.

Allocation Policy

- Needs to be strengthened
 - What should we do for teams that win District or State titles
 - We need a policy by the end of the year.
 - Needs to be fair for all.
 - (Student Council pays for banners in the gym.)
 - PIAA pays for a team plaque.
 - Idea: Pay \$10 per student for each state winner.

- Use the team's allocation money for awards.
- Contact Carol with suggestions or recommendations.

Sound System

- Currently in a long range process of changing equipment.
- School, donors, and booster club will all be contributing.

Next Meeting: February 2, 2015

Meeting adjourned at 7:40 pm.