**MEETING MINUTES**

**Date:** September 1, 2016

**Presider:** Rachel Spangenberg, President

The Booster Club Officers in attendance were:

Rachel Spangenberg – President

Tina Errigo - Vice President

Monica Velasquez - Treasurer

Jennifer Wright - Secretary

# Welcome and Introductions (Rachel and Tina)

Officers and Committee Chairs were introduced and members were welcomed to the first Athletic Booster meeting of the school year.

# Approval of Minutes (Rachel Spangenberg)

The minutes from the final (June 2016) meeting of the previous school year were distributed and approved. Minutes from a summer organizational meeting were shared.

# Athletic Director’s Report (Rachel for Dan Feher)

* The new scoreboard is up but still needs finishing touches. Dan is getting trained on how to operate the scoreboard. The first home football game is tomorrow.
* Resurfacing of the tennis courts and basketball courts is almost done. New fences will be installed at these courts.
* We are still awaiting a response on the walkway/driveway.
* The Boosters have agreed to pay for the new equipment sheds for the stadium field; Dan has purchased them and we will reimburse the Athletic Dept account in installments as we build our own funds during the course of the year.
* The outdoor concession stand has been refurbished with exterior painting and design, and bathrooms have been painted.

Parents expressed concern about the condition of the baseball and softball fields that are being used as practice fields for football. Dan passed along that he will work on these fields after the fall season, and have them ready for spring.

# Treasurer’s Report (Monica Velasquez)

Copies of the budget were distributed.

Last Year Review:

* In looking at last year’s numbers, the most funds raised were as follows:

 #1 – Concessions (~ $15,000)

 #2 – Mulch Sale (~ $4700)

* Spirit Wear sales broke even, as expected
* The large amount in the ‘Donation’ expense item was from the new scoreboard purchase
* Although the Net Income from Jul ’15-Jun ’16 shows a ~$15K deficit for that year (due to scoreboard purchase), we did have funds in the account such that we are not in an overall deficit. We currently have about $10K and need to rebuild.

Upcoming Year:

* We had a fantastic kick-off this year with membership sign-ups at the Fall Sport Parent night and New Student Orientation night. So far this year we have raised $800 in membership, v $715 total for the last school year.
* $3100 is projected for fundraising (v. ~$300 last year) due to anticipated revenue from the new scoreboard electronic advertising panels.
* We hope to increase Mulch Sale income by decreasing expenses for this event (eg use one supplier; be smarter with food and drink offerings to volunteer workers)

# Fundraising (Rachel for Clare Tock)

We are working on getting businesses to advertise on the LED panels of the new scoreboard. We have some set up for tomorrow for the debut of the scoreboard. We hope also to have people purchase the spaces for personal messaging, eg “Happy Birthday”, “PROM?”. We continue to look for business to advertise with banners as well.

# Spirit Raising (Rachel Spangenberg)

For the first football game we plan to encourage school spirit by selling the light-up blue ‘devil-horn’ headbands, and by giving out free under-eye patches.

We would like to offer Programs at all home sporting events, listing names, jersey numbers, etc for both home and opposing teams. This will require a helper parent for each team.

# Membership (Rachel Spangenberg)

The increased membership fee of $20 was well-received and is helping our income already just in the first weeks of the school year. This extra income helps with administrative costs to run the Booster Club, and allows for more fundraising money to support the athletics program.

We are encouraging memberships by offering perks with sign-up, eg discounted spirit wear or free car magnets. We will continue to offer membership sign-up at football games, special events (eg Back to School Night), and at spirit wear sales.

# Volunteers (Rachel Spangenberg)

We noted the immediate need for concession volunteers, especially at the first game tomorrow. Some members in attendance stepped up to help. It was also noted that student volunteers are encouraged to work concessions, but cannot run concessions without adult supervision, thus adults are always needed.

Rachel also informed members that the President and VP (or co-President) positions will be vacant after this year. We also need a Treasurer for this year.

We have arranged to have SHS cafeteria worker Ruby Torrez Garcia be our initial Food Safety Manager. Ruby will be paid for her role and will work the first couple games and establish our policies. Parent volunteers who have completed proper training can then be brought in and we hope to have a network of Managers to draw from for all games. The presence of a Food Safety Manager at all concession sales was stressed at the umbrella Booster Club meeting that Rachel and Monica attended last year.

# Upcoming Events

Order forms for the PTSA flower sale we offered to members, to support After-Prom.

We plan to sell spirit wear and memberships at the NEC Open House event on Oct 6, which is also our next scheduled Booster meeting night. We will plan to have a brief Booster Meeting on Oct 6 while guests are in their auditorium presentation.

*Jennifer Wright*

*Recording Secretary*