

Erie High School Booster Club Board Meeting
Date & Time: July 18th, 2023 - 6:30pm
Location: Old Mine

Call to Order: 6:40pm

Roll Call

Vice President - Kate Arnold

Secretary - Jennifer Slater

Bingo - Michelle Kelly

Concessions - Krista Ailey

Staff Appreciation Chair - Jaclyn Biodrowski

Scholarship Chair - Steve Biodrowski

Approval of Minutes - Kate A. made a motion to approve minutes from the meeting held June 13th, 2023. Jaclyn B. seconded the motion, and the minutes were unanimously approved by all present.

President's Report

- Scoreboard Update - The district is pressing forward to try and have it completed by the first home football game (Mullen) but this will be tough as during July some of the facilities signatures that were needed were out of the office, so there was a delay in ordering material. The school wants us to manage funds so we will need a separate Scoreboard account. The school also wants a weighted dispersing of funds to programs that is equitable for all. They have one they like to use. For the first year it will be a trial period for allocation of funds. The Booster Club will not sign any contract with advertisers but rather they will be approved by the admin for obvious reasons. Once we have a delivery date the admin will push out a "Menu" of pricing so that anyone can push potential advertisers to the Athletic Department for contract signing. We will need to create a general athletic department account that a portion of the proceeds of ads will be at their disposal (just like any other individual sport/club/activity has). If the board has questions on this please email them to me and I will get answers.

Vice President's/Treasurer's Report - Kate Arnold

- Darby is still working to update the taxes from the previous years. All discrepancies within Quickbooks are completed. When the previous years' taxes are completed, an update to our Annual Periodic Report and Registration with the Secretary of State can be done.
- Statements of Activity were provided for May and June and will be uploaded to the website under Financial Reports.
- Kate will hand off to Anneli for the Treasurer position this week. We will need new signatures for bank forms.

- Regarding guidelines for coaches using accounts within the Booster Club, a shared spreadsheet will be created, and the coaches will be responsible for the upkeep of the spreadsheet.

Secretary Report- Jenn Slater

- No new Grant Requests for July cycle
- Social Media to Post: Concessions Volunteers, Thanks to Jersey Mikes, BSN Spirit Wear, AFW Post (August Back to School Rally), Back to School, Volunteers, Bingo & Bingo Callers
- Upcoming Dates:
 - August 2nd - Coaches Meeting, 8am - Matt will attend and share Booster Club Information
 - August 9th - First day back for all teachers - Jaclyn will connect with Liz about attending & provide info/gift cards for teachers (see below).
 - First Day of School - August 16th (Freshman) & 17th
 - Fall Sports Night (for parents) - (Tentative) August 16th - Can Raelene attend to recruit for volunteers, specifically in Concessions & Spirit Wear sales?
 - Briggs Street Bash September 27th (Tentative, 1st Choice) or 25th. Kate will follow up with Chad regarding date issues.
 - Homecoming - Sept. 29th game, Sept 30th Dance

Committee Reports including upcoming volunteer needs:

Spirit Wear Sales - Kate Arnold

- Kate is preparing to order items for fall spirit wear sales, and discussed adding items for in person sales.

Bingo - Michelle Kelley

- Chad Cooper asked for open Bingo dates to share with coaches via email, Michelle will follow up.
- Bingo needs callers, Jenn will post to social media for volunteers.

Concessions- Krista Ailey

- Per 7/18 meeting w/ Kate & Jenn, Chad will have a hotspot available to concessions this fall (also looking into other wifi options)
- Krista reported freezer spoilage due to the electricity being shut off during construction on the concessions stand building.
- Krista will no longer be able to serve in her capacity as the Concessions Manager, as she has accepted a full-time position in her company. She will be available to assist with the transition to new volunteers. She will not be available to assist during the first home football game.
- August 18th is the first date for concessions this fall, for a home soccer game.

- Jenn will post to social media our need for 3 Concessions volunteers for the 2023-2024 school year. If necessary, we will approach student groups to operate concessions (NHS, FBLA), or the Athletic Department.

Membership Chair - Raelene Navulur

- Fall Sports Night (for parents) - (Tentative) August 16th - Can Raelene attend to recruit for volunteers, specifically in Concessions & Spirit Wear sales, Bingo Callers etc.?

Staff Appreciation Chair - Jaclyn Biodrowski

- Liz Russell asked if we would provide T-Shirts for new teachers. After a Board discussion, it was determined that we would like to provide gift cards for all teachers in the amount of \$25 from Staples, which would include an information sheet about the Booster Club.
- Michelle K. made a motion to approve \$25 gift cards for all teachers, Krista A. seconded the motion. All were in favor, no one was opposed.
- Jaclyn will respond to Liz, create an information sheet, and coordinate the distribution of the gift card packets to the teachers for their August 9th return to the school.

Scholarship Chair - Steve Biodrowski

- One Senior that received a \$500 scholarship deferred college for a year. A discussion was held about how to handle this. It was determined that we could hold the scholarship for one year for this student. Steve will follow up with them.
- Updates for next year's applications:
 - State the policy to hold the scholarship for no longer than one year,
 - Request non SVVSD emails from seniors (as these accounts close soon after graduation)

New Business

- Erie Cheer & Poms Booster Club - Cheer and Poms have formed their own Booster Club, so they are responsible for their own fundraising. As a group, they will not fundraise through Bingo, however members of these groups with financial need may still volunteer for individual fundraising.
- Create a Fundraising/Sponsorship Position - The Board discussed a need for this position. Michelle H. volunteered to help in this role until the position is filled, as After Prom is inactive until November.
- Newsletter - Back to School Edition - Michelle H. is willing to help with this, with the contribution of small articles from everyone. To be discussed at our next meeting, with the goal of getting it out during the first few weeks of school.
- Sponsorship Section on our Website - keep, change, eliminate, pursue? How do middle/elementary PTO's use this? - To be discussed at the next meeting. -
- Clarification of Voting Rights - Currently Membership, Staff Appreciation, & Scholarship positions have not been granted voting rights. Do we need to make changes? - To be discussed at the next meeting. -

Meeting Adjourned: 8:34pm

NEXT MEETING

Date & Time: Thursday, August 10th, 2023

6pm

Location: Wapo's