

Booster Club Board Meeting Minutes

Date & Time: March 13th, 2024, 6pm

Location: Azteca

Call to Order 5.45PM

Roll Call

President - Matt Powell

Treasurer - Anneli Taylor

Bingo Chair – Michelle Kelley

After Prom - Michelle Hall

Scholarship Chair - Steve Biodrowski

Not Present: Secretary - Jennifer Slater; Staff Appreciation Chair - Jaclyn Biodrowski; Marketing/Advertising Chair - Chris Powell; Concessions Support - Krista Ailey, Kate Arnold- VP; Concessions Chair - Raelene Navulur

Approval of Minutes Matt P. made a motion to approve minutes from the meeting held February 5th, 2024. Anneli seconded the motion and the minutes were unanimously approved.

President's Report - Matt Powell

- Reiterate our mission
- Meeting with School went good (Established a max expectation of \$100-\$115/student as a guideline for grant requests)
- Insurance Update, booster club is currently insured by AMI Insurance and will re-evaluate Famers Next fall at renewal time
- Scoreboard Updated: Traffic data study from school for ad menu, which is still in the works.
- Discussed potential guidelines to provide teams/clubs to avoid fundraising the same people or parents, when the Booster has already supported partially.

Secretary's Report- Jenn Slater presented by Matt Powell

- Edits made to Website - Updated After Prom dates; Updated Volunteer Roles & open volunteer positions, Added Chris Powell to Meet the Board page, and updated Parent-Teacher Conference Needs as well as Grant Request Dates
- Grant Requests – discussed keeping grants in same cycles and any out of cycle grants will be held until the next cycle to be evaluated in combination with any other requests for that cycle. Matt motioned to approve, Michelle H. seconded, all in favor.

Treasurer's Report- Anneli Taylor

- Tax update – IRS has abated the approximate \$10,000 fine for the 2021 non-filing of Form 990. We are still waiting for the IRS decision on our abatement request for the \$4,000 fine for the late filing of the 2022 Form 990, as the extension was never sent/received by the IRS.
- Anneli noted that instead of printing paper statements, she has begun to save all Booster bank account statements to the Booster drive (accessible only to Board members) along with check and deposit images. This is in line with the push to get all

Booster documents housed in the same location, the Google drive. But this also provides transparency to all Board members who are welcome to go and look at the account activities.

- Anneli presented January 2024 financial statements, which are on the Booster drive Financials folder. The Booster is still operating at a loss for this fiscal year and we have been depleting our savings from last year.
- Tax accountant – Anneli provided an update about looking to hire a tax accountant.
- Procedures – Anneli is working on drafting common documentation retention procedures for the Booster club, including the requirement to save receipts for all expenditures over \$25.

Committee/Chair Reports including upcoming Volunteer Needs

- Bingo - Michelle Kelley
 - YTD Bingo, switched to Fridays, doing well with one sessions with more players

# of players	Regular Income	Progressive Income	Beginning Cash	Progressive Payout	Electronics	Door Prizes	Rent	Security	Bingo Supplies	Printing	Office Supplies	Bookkeeping	SOS Fees	Banking Fees	Net	# of sessions	
Monthly Totals																	
January	883	\$58,719.38	\$45,530.00	\$46,000.00	\$18,029.00	\$3,224.00	\$3,691.25	\$5,400.00	\$1,200.00	\$2,404.50	\$87.30	\$153.93	\$933.10	\$2,006.00	\$4.00	\$21,116.30	7
February	470	\$36,267.89	\$19,588.00	\$28,000.00	\$5,583.00	\$1,339.00	\$1,984.75	\$5,400.00	\$400.00	\$3,276.00	\$323.64	\$33.31	\$9.85	\$0.00	\$4.00	\$9,502.34	4

- Michelle K. presented the list of candidates for Bingo scholarships. The Board discussed the information and tabled the decision until the next meeting.
- Concessions - Anneli for Raelene Navulur
 - Winter season is over and Spring sports have begun. The Fall and Winter grants were distributed.
 - Discussed how to sign up to help with Concessions opening and closing
- After Prom - Michelle Hall - April 22
 - The volunteer sign up is very low this year, at 36%, which is concerning and makes it doubtful whether we can do the same activities
 - The Board brainstormed different ways to get the word out and get sign ups, including asking Josh to send out an email.
- Scholarship Chair - Steve
 - Senior Scholarship Details (Amount, Quantity, Time frame, Requirements) were discussed. It was decided that we will open up applications for “minimum \$500” scholarships and will evaluate all requests and grant scholarships based on the financial means of the Booster at that time.
- Staff Appreciation/Liaison Chair - Steve for Jaclyn Biodrowski
 - Parent Teacher Conferences went well!!! - Chick-Fil-A sandwich boxes and salads, parent sign up for desserts and drinks, total amount = \$1109
 - Teacher Appreciation Week, 5/6 - 5/10

Open Forum for comments/ questions/suggestions

Next Meeting Date: April 3rd, Azteca, closed meeting; Late April open meeting

