

# ATHLETIC BOOSTERS

Supporting All Wildcat Sports

## MEETING MINUTES

### Centreville Booster Club Minutes

March 20, 2017

The meeting was called to order in the CVHS library by John Purvis, Booster President, at 7:05 PM.

In attendance: John Purvis, Tammy Butler, Leigh Burden, Teri Assel, Allan Assel, Monique King, Richard Simmons, Phil Dimmer, Jimmy Sanabria, Marie Cardenas, Debra Cafurello,

### Approval of Minutes

Minutes were provided for the February meeting and approved.

### Board Reports

#### President – John Purvis

Received a donation from Ourisman Toyota – will coordinate with business regarding artwork to manage banner(s). Jimmy will put up banners in required locations for all sponsors. Will review banners and remove any for sponsors that did not renew this year. Banner sales are closed for current school year.

#### 1) Secretary – Tammy Butler

No report.

#### 2) Communications – Marie Cardenas

No report.

#### 3) Treasurer – Leigh Burden

Leigh provided the Treasurer's report – current available balance approximately \$16,000 in main account, \$11,000 in money market account. Leigh provided a comparison of prior year revenue report with current year. There was discussion regarding insurance policy renewal – will obtain quotes for next year renewal. The group discussed additional concession revenue to be booked during Spring sports season. Leigh still reconciling February bank statement/deposits – reviewed at high level.

#### 4) Membership – Maria Stewart

Maria sold (12) Spring sports passes totaling \$593. She is reviewing collecting membership data and using this information for volunteer outreach. The idea was discussed with Phil Dimmer/Steve Rondeau and she obtained information on "membership toolkit" for \$390/year which would assist with more data collection and management. She will preview the program to see if it should be considered for next school year.

**5) Spiritwear – Teri Assel/Monique King**

\$2500 purchase budget for 2017-2018 school year – will place order in June 2017. Sales \$11,000 this school year. Will not replenish where there is sufficient inventory. There was discussion around getting timely notification when there is a “blue out” or “black out” going forward and sale price for specific clothing items. Minimal sales through DECA vending machine. Teri and Monique will be resigning from their positions at end of next school year – searching for replacement(s) to manage Spiritwear.

**6) Concessions - Richard Simmons**

Richard discussed volunteer coordinator need for concession events to coordinate with team volunteers/ensure coverage ahead of game/concession time to prepare and be ready for customers. Jimmy will discuss with Varsity Club coverage for upcoming 3/31 event and reach out to teams for other Spring events.

The group discussed purchasing new large grill at BJ's for Spring and scheduling a full spring cleaning of the outside concession stands. Another discussion point was the need for a “stand manager” for each team's events/concession stand.

A “Master Schedule” was discussed to ensure there is no last minute sign up/staffing for a concession event. Goal is to map out Spring event schedule - Nike Combine is a big/all day event (April 23).

**7) CVHS Athletic Director – Jimmy Sanabria**

Field Hockey coach position remains open – Jimmy requested an email with any referrals. Discussed Casino Night and hosting in Fall 2017. There are (2) Fridays with no football games which are good date options. Still looking at Paradise Springs Winery/2 Silos Brewery for the event. Focus on August/September sales for October event.

**TEAM REPRESENTATIVE REPORTS**

**Allan Assel – Touchdown Club**

Mulch spreading is April 2<sup>nd</sup>, April 8<sup>th</sup>, April 22-23 – volunteers are needed.

**Meeting Adjourned at 8:20 pm.**