

September 20, 2023 CAB Minutes

Ryan called the meeting to order at 6:33
Attendance list attached

Welcome: Emily Dawes and Sandy Fillyaw as middle school reps

Secretary Report (Aubree): Minutes from August 16 are now posted on the Chelsea Bulldog/Booster web site. Motion to approve 1) Kari 2) Jackie – Motion Passed. Aubree advised at the she updated the website but we still have a few more things to update like photos. Aubree would like to add the list of booster rep per team and state contact information. It was suggested that we only list email addresses, not phone numbers. Aubree also advised that she put together new booster rep packages and emailed them to the board, including the new board members.

Treasurer Report (Lorna): Eric McCalla, president of the Fair Grounds Committee, was present to award us a check for \$9100 for running the fair gates admissions. This was a little down from last year as attendance was down. He advised we reduced the number of worked per shift and it all worked out well. Fairgrounds question about rides. Rides started on Wednesday this year due to carnival crew schedule. There was a car show this year that had a lot of attendance but they needed more space. Over 100 cars attended.

Lorna went over this month's income/expenses and asked if there were any questions. The reports only showed one month (August) so some teams asked for a YTD report which Lorna will be sending to them specifically.

Team Reports: Each Booster rep informing on team highlights. It was asked if we can do concessions for middle school volleyball and Aubree is going to look into the schedule to see if we can handle these additional events.

Athletic Director (Matt)

- Matt advised that he is still reviewing and working on a wish list and will report next month. Deciding what is an "extra item" vs "day to day" items that are covered.
- Electronic payment option, GoFan update. Still in beta testing. Will it show inventory? Funds will be auto deposited, not by check.
- Student Athletic Advisory Committee meeting was held today. 4 sophomores, 4 juniors, 4 seniors. Sportsmanship. High Schoolers mentoring middle school kids.
- AD Meeting – meets monthly at Weber's.
- Be Nice Group – student /athlete mental health – give coaches tools to identify where help is needed.
- Major problem the district and state is facing is transportation and lack of drivers. As well as Officials. Note that a Varsity athlete can officiate non varsity games. Maybe make this part of curriculum? Better sportsmanship is needed to keep official. Problem is that CSD pays the officials and not MHSAA so teachers/coaches can't officiate. For Transportation the short bus that was purchased you know need a CDL (change in MI Law) and you have to be a school employee to have insurance coverage. A coach can only drive the athletes using a school vehicle, not a personal vehicle. Question, will CSD pay for someone to get their CDL?

Open Topics:

- \$25,000 donation from Ms. Weisner update is still pending. Jeff will report once a decision is made from the donor.
- Social Media – let's show what we are doing with the funds. For example, the Fair Gate proceeds.

- Recycle Drive made \$1171 from metal and \$2272 from county for a total profit of \$ 3,443
- Concessions: Aubree gave an update. GFS delivery went well. We still have to buy some things from Sam's Club or Costco. It's been a learning process but both stands are well stocked.
- Kiwanis trailer is going well. We provide what is needed to them based on a communications from Sam Vogel and Kiwanis orders us our hot dogs for each week. Aubree is taking lead on the concession stands and stocking and all is going well.
- The Marching Band Expo is September 27th and in addition to our concession stands they will have the Grateful Crow food truck as well as a Coffee and Smoothie food truck.
- It was asked if we will have concessions for the Powder Puff Game 10/02 ??

Next Meeting is October 18, 2023

Motion to Adjourned: 1) Scott 2) Merri – Meeting Adjourned at 8:04 pm

Respectfully submitted by Aubree Shemwell

In Attendance:

Aubree Shemwell
 Merri Priddle
 Lori Hagen
 Jackie Reisner
 Jason Morris
 Jennifer Lay
 Scott Sinkwitts
 Jeff Blanton
 Kristin Osentoski
 Lorna Tackwell (virtual)
 Matt Cunningham
 Amanda Reginaldo
 Ryan Ratliff
 Tara Thorburn
 Vanessa Fisk
 Jennifer Alford
 Megan Angus
 Anna Ruskiewicz
 Hillary McCalla
 Jill McKale
 Emily Dawes
 Sandy Fillyaw

Not Attending:

Katie Herter
 Heather Hopkins
 Lis Murray

CAB Board Meeting 09/20/2023

Discussions: When a team goes to state, CAB pays for 1 hotel night for the athletes and coaches and 1 meal. The team covers the rest. MHSAA has recommendations for lodging and MHSAA pays for these if mileage is over 100 for that specific team.

Finances: Lorna discussed the \$1.2 million being split. 50% is going into Edward Jones with Diane K. (Wells Fargo- BNA- First Financial) Rates between 5.35% and 5.50%. The other 50% is going into Chelsea State Bank CDs. \$240,000 + \$240,000 + \$240,000 as that is the max per CD for FDIC. CSB has rates for CDs at 5.5% 5.45% 5.4%

Pretzels for concessions stands (Beth Timmerman) are now \$120 per 10 dozen

Downtown CSB is under constructions so no night time deposits can be made there. We need new keys for the update location and Lorna is getting those for us board members.

We discussed consolidating the TWO \$25K reserves (\$25K rainy day and \$25 major maintenance) into CDs (are rate of 4-5% or into Money Market accounts. Lorna will look into this and let the board know. Best if we can do an electronic vote before the next meeting.

AD Account: has \$3840 as of now. Discussed dissolving this account and AD to submit "wish list" items just like the other teams. TBD

Budget: Lis is working on this

Debit Cards: Lorna is getting a debit card for Aubree and Ryan for future purchases. Kristin already has one.

Lorna reported at the bank account they set up for PayPal previously is what she is going to use for the GFS's EFT charged.

Coaches retreat NOV 8 – check issued today

Raffle licenses for remaining 3 footballs has been secured

Wrestling raffle license for hog raffle has been secured. If any team needs a raffle license they need to see Lorna.

Sue Jacobs is working on tax returns.

The "reviewed" financials cost \$2500 which John Daniels pays for. This will allow us to be eligible for future grants.

Photographer gives a "kickback" to the AD department for photo sessions....we need to remove the word "kickback" from our financial records. Replace with "donation" ?

Captains list – all set.

What is 50/50 split for concessions?? Do we need to vote on 50/50 or 40/60 split. Agreed to table this discussion until Aubree is done with the price list so we can make sure we are making enough profit to cover our expenses.

Health Inspector: Joel Underwood is a 8th grade parent and the senior health inspector. He said he would come in and discuss questions that we have.

Chelsea Education Foundation (CEF) Amy Forehand asked if we can assist on blasting out info to reps about the Chelsea vs Dexter Match Competition that will take place at football game 10/20.

Trainer needs tape....can we cover this? Matt is going to ask Tom the trainer for the invoice. What is needed? What has been spent in the past? \$2200 for braces and \$400 for supplies was noted from prior financial reports. Discussion tabled.

Recycle Drive – do we want to do this in April or August?

Chelsea Alumni Assoc wants to pass out donuts and cider at HOCO and wanted our permission. All ok'd

We need to add 2 more volunteers for the 50/50 Raffle for times 6:00-8:00 – Jason will add.

Kristin advised that Ed Vlcek's son had a heart attack (Manchester wrestling coach) and she would like to send flowers to him from the boosters.

Vanessa mentions that we need to buy a new mascot. Maybe CEF can pay for half and Boosters pay for half? Estimated cost is \$1500. We all agree that Vanessa should go ahead and look into the costs and purchase this mascot.

A-Fib machine. Looking into each team carrying their own portable machine – and then pass them on from the Fall to Winter to Spring sports. Training would be given.

Board Meeting Adjourned!