

## October 18, 2023 C.A.B. Meeting Minutes

Ryan called the meeting to order at 6:31  
Attendance list attached

**Welcome:** Trish Maley (XC rep in trainee)

**Secretary Report** (Aubree): Minutes from September meetings are now posted on the Chelsea Bulldog/Booster website. Motion to approve 1) Kari 2) Scott – Motion Passed.

From review of the minutes, Jen asked about the State competition lodging and meals being paid by boosters. The board reiterated that we will pay for one night and one meal. Is this a line item in the budget? What have we paid for in the past? What is covered and what isn't. We need to research this and spell it out for the future board and teams. Jeff stated he thinks the school/athletic dept should pay for this. Tennis needed to spend 2 days since they were playing in Kalamazoo and had early morning match times. We also talked about amending the CAB Procedures with a paper trail so future board members know what was discussed and decided. Aubree talked about adding such items and documents to the CAB Google Drive so it can be passed down from year to year, easily. Aubree advised that the concession stands are all stocked and the CC machine is working well.

**Treasurer Report** (Lorna): Lorna was not present today to present the report. They were provided at 5:00 so no time to review. We will all review and ask questions at the next board meeting, if needed. Lorna did order debit cards for Ryan and Aubree (pending) and that the raffle licenses were approved by the state. Information on the CD is still to come. Jeff advised that the \$25,000 donation that we thought was to the boosters was really to the New Facility Building Funds.

**Team Reports:** Each Booster rep informed on team highlights.

### **Athletic Director (Matt)**

- Fall sports are wrapping up with SEC competitions. We will be hosting the MS track champion conference in the spring 2024.
- CAPPO heart screen testing 1 hour apt results w/in 24 hours. They had so many kids sign up they added 2 more days. Nov 8-9-10. Ages 12+ can do the testing and once it has been done, that person doesn't need it again. This was supposed to be no out of pocket family expense.
- Coaches meeting will be Nov 8<sup>th</sup>. BeNice mental health advocacy training.
- Should the Winter Sports Meeting NOV 15<sup>th</sup> be the same night as the booster meeting??? It was discussed that a once a year meeting is all that is needed. The AD's are going to look into this.
- Jason proposed Neptune Game Time for Game Time Music. 75 Michigan schools are using it. All screened and approved clean. 40,000 songs to pick from. Each team can create a playlist. Also able to add advertising which will be pre-recorded and played during half time and time outs. Cost of 1 device is \$2100 for the first year; \$1800 thereafter. Advertising income could offset the costs. Motion to approve up to \$1000 for this music system 1) Scott 2) Kari – Motion passed

### **Open Topics:**

- CEF Rivalry at Dexter Football game – please help promote
- Kari discussed combined fundraising for boys and girls swimming – all ok
- Kari ask if swimming can get added to Sports You – Jason will add
- Jeff asked about the portable AEDs

Next Meeting is November 15, 2023 // Meeting Adjourned at 8:05 pm // Submitted by Aubree Shemwell

In Attendance:

Aubree Shemwell

Merri Priddle

Chuck Kovick

Jason Morris

Jennifer Lay

Scott Sinkwitts

Jeff Blanton

Kristin Osentoski

Matt Cunningham

Ryan Ratliff

Tara Thorburn

Vanessa Fisk

Jennifer Alford

Hillary McCalla

Emily Dawes

Sandy Fillyaw

Michele McLaughlin

Kari Haab

Trish Maley (XC trainee)

Cindi Frederickson

Liz Murray

## CAB Board Meeting 10/18/2023

### Discussions:

- Aubree provided a full price / cost list for the concession stands so we can calculate our true profits. Everything is at least 100% profit except the Gatorade. We decided that we will raise the cost to \$3 after the football season. We will not buy nerd Clusters as they are too expensive. Aubree has placed a copy of the price list to the CAB Board Google Drive.
- We need to update the price list on the outside boards. There are a few options. Matt suggested Brian Boos could print something in the tech dept. Please look into options.
- Food Certificate for Health Inspection??? Why doesn't anyone know how this is? Chris Simpson is listed but they don't oversee anything with the boosters. Aubree is going to look into who can get certified to be this person for the future years.
- Profit Model. In the last it was 40% of sales go to the Booster team assisting with concessions that day. Now we would like to assume that 50% of sales are considered "Cost of goods sold" and 50% is considered "Profit". The "Profit" is what is going to be split among the teams and team accounts. For instance \$3000 total sales = \$15800 costs and \$1500 Profit. 50% of profit goes to Boosters \$750 and \$750 goes to team funds.
- Aubree already told the Music Director the 50/50 split was \$1511 from the Music Expo and the board advised that they are ok with that for this year. Aubree to follow up and tell Alison Roberts how it should have been calculated so that they know for next year.
- Jason is having a meeting with Go Fan next week. Any questions or suggestions should be sent to him before the meeting.
- Trainer tape bill was paid. Aubree suggested that we give a trainer an annual budget and then he can bill the individual teams based on their usage. Matt, what is the AD budget for Trainer? Lorna, what have we paid in the past? Lis and Jeff, can we work this into the line item budget?
- The board agreed that Vanessa is to proceed with a new Mascot purchase and we will pay for it in combination with CEF grant money that Nick Angel is going to apply for. Should be about \$1500 total.
- Kiwanis reminder that they have money set aside for WISH LIST items that we can apply for.
- Girls College Basketball game Friday NOV 3<sup>rd</sup>. Jeff will run concession stands that night there since football still has a playoff game that night.
- Discuss about AED, tabled Jason to look into
- Discuss about selling clothes at events, tabled Matt to look into.
- Signage at the buildings needs to be better. Most visitors go to the Aux gym for entrance which is frustrating when it is locked. Signage would state to go to the commons entrance. Could we use the Kiwanis donation for these items?
- The gym concession stand garage door sticks badly. We need a steel rod to push it up. We need to look into this more.
- Meeting adjourned 9:21pm