

Spring Mills Athletic Executive Booster Club Meeting

9/2/2013

Spring Mills High School

Committee Participants Present:	President-Jeff Adams	Treasurer – Joy Shaw	Sponsorship – Joe Comer
Athletic Director – Dan Comer	Public Relations – Paul Wolford	Concessions – Tracey Adams	Secretary – Tarvin Greene
Sergeant at Arms – Warren Livengood	Vice President – Chris Keith	Operations – Rick Alderton	Volunteer Committee - Nancy Spangler
Spirit Wear – Kim Wine			
Committee Participants Not Present:	Programs – Shawn Conaughty	Fundraising – Sharmika Brooks	Membership – Tammy Scheuch
Coaches Present	Baseball – Mark Salphia	Girls Basketball – Bob Eaton	Girls Basketball - Maranda Ralph
Golf – Brian Lange	Swimming – James Miller	Wrestling – Darrell Bennett	

Start time 6:05 p.m. Location: Spring Mills High School

Committee Report:

Treasury Report – From August 13, 2013 – September 2, 2013

Balance Forward **\$39,638.87**

a. Deposit

- Spirit Wear Sales \$2,775.00
- Discount Cards.....\$5,050.00
- Sponsorship \$21,424.46
- Bonanza\$240.00

Total Deposits \$29,489.46

- Payment to EMI Cards (Discount Cards)..... \$4,015.00
- Payment to Signet (Spirit Wear) \$3,909.39
- Payment to St. Joseph’s for Bonanza Rental Fee \$450.00
- Payment to Jefferson Distributing (Bonanza)...\$447.00
- Payment to Big Team for Web Banner Ads\$1070.00
- 25% of Sponsorship Transfer to Swimming\$372.50
- 25% of Sponsorship Transfer to Girls Basketball.\$1288.00
- 25% of Sponsorship Transfer to Girls Soccer\$350.00
- 25% of Sponsorship Transfer to Boys Basketball.\$162.50

Spring Mills Athletic Executive Booster Club Meeting

9/2/2013

Spring Mills High School

• 25% of Sponsorship Transfer to Football	\$985.00
• 25% of Sponsorship Transfer to Wrestling	\$250.00
• 25% of Sponsorship Transfer to Girls Tennis	\$800.00
• 25% of Sponsorship Transfer to Track	\$400.00
• 25% of Sponsorship Transfer Cheerleading	\$50.00
• Loan to Volleyball to cover fundraising order	\$357.50
• Loan to Band Boosters	\$2,000.00
Total Expenses	\$16,906.89

Total Ending Balance\$44,221.44

Spring Mills High Individual Sports Account Balance

Baseball - \$504.97	Girls Soccer - \$875.00
Boys Basketball - \$5,662.50	Softball - \$0
Girls Basketball - \$2,203.00	Swimming - \$687.50
Cheerleading - \$50	Girls Tennis - \$925.00
Cross Country - \$0	Boys Tennis - \$0
Football - \$2998(\$1,000 w/h for Upcoming Raffle)	Track and Field - \$400.00
Golf - \$0	Volleyball - \$1,786.00
Boys Soccer - \$0	Wrestling - \$622.50

Outstanding Expenses/Purchase Orders (P.O)

Spirit Wear	\$1,932.49
Posters	\$235.00
Panhandle Printing (4X8 Banners)	\$4,300.00
Big Team (Web Banner Ad)	\$2,280.00

Total Outstanding in P.O's \$8747.49 * To be paid once invoice arrives

Report from Board of Directors –

- None

Committee chairperson report

- Public Relations - Paul Wolford: Making post to face book. Found negative statement and was deleted. Advised readers on facebook that negative comments will be deleted.
- Reminded all that the Cardinal Nations facebook page belongs to the fans not the Booster.
- Article for Soccer posted in Journal
- Had hard time getting updates of games from Coaches. If we have we can forward to Journal.
- Athletics Website - Scores were posted at end of each game.
- Will add rosters once provided to PR chair.

Spirit Wear report-

- Kim Wine –New posters to be sold. Next event for spirit wear is Friday (Sept 6) Varsity game.
- Limited quantity of Inaugural shirts
- All item in for remaining online orders.

Spring Mills Athletic Executive Booster Club Meeting

9/2/2013

Spring Mills High School

- Thinking about partnership with another group and offer new items.
- Possibilities of keeping/storing spirit wear in School Store.

Sports program report –

- President reported for Program Chair – Sponsorship is doing so well that we might have a 75 page program by fall. Program is coming along...have sponsors and their artwork as the sponsors submit them in.
- Concessions – outdoor concession responsibility of band. In process of learning rules of road for banking rules in dealing with BOE and concessions.
- Concessions stand not outfitted to prepare foods. No sink for sanitation, exhaust hood. Food must come prepackaged and ready to serve.
- Booster loaned monies to concession to get initial started.
- Indoor Concession – Tracy Adams took food handling class. Performed room check and most items are ok. Missing smaller items like crock pot, candy racks. Working on getting remaining smaller items.

Volunteers – Nancy Spangler - Managing group well. If anyone need help with anything send text to Ms. Spangler and she will /can query volunteer pool to find people who can assist.

Membership

- Reported by membership chair –Tammy has stack of request to put into database.

Fundraiser –

- Financial/P.O process part of fundraising is flowing well.
- Paper work flow needs to be cleaned up. Needs focusing on. Goal is to keep status updated on website for ease of coaches to check status.

Sports Program –

- Currently there are approx. 60 page programs for first issue. Approx. 75 when done.
- Will be printed by school board. All revenue will be profit.
- Limit at BOE is 80 pages to ensure staples will go through.

Sponsorship report –

- Reported by chair Joe Comer –
- Went through all Sponsors and ensuring sponsors will have reserve seating.
- Created list of sponsors and list of who need chocolates delivered.
- Trying to determine limitations of banner advertisement in gym. Pending Mr. Arvon's decision. So far leaning towards having all banners same size.
- Discussion of sponsorship prices might be lower due to some items are already bought.
- Banners for this year are currently in production. Banners that belong on football field will be displayed on the rounded area by end zone.

Spring Mills Athletic Executive Booster Club Meeting

9/2/2013

Spring Mills High School

Status of Fall Sport Activities

- Advised that Alfred who will be running the score clock for football game.
- Spent time on video board for first home football games.
- **Coaches thoughts about needs**
- Need to start thinking about deliver of funds and what things are needed and which comes first.
- Sports Trainer requests a larger Ice Machine to ice down student athletes.
- Band is working on getting an Ice Chest for football game.
- Baseball coach listed things that are needed prior to season and was advised to give to Dan Comer to decide what Booster will provide and what baseball team can provide.
- Camera is needed.
- It was discussed that if things needed are an athletic department need then the athletic department will try to fund. If not then Booster can assist. If athletic department does not have funds then Booster can assist. In the end all funds will be going to facility for kids.
- Meal assistant was requested by football team.
- Was asked if parents make all the food can they be reimbursed?
- Booster can't write a check to a person and we need to determine how we can assist under these conditions.
- A lot of discussion on how to support each team and what will that support consist of.
- Discussion of having coaches Target which day(s) assistance would be required.
- Can kids with reduced meals or needs be authorized use of booster funds?(suggestions)
- Not authorized to have Petty Cash.
- Not authorized to have none school member carry a procurement card.
- In Process of creating/determining need of a Petty Cash for Booster...(If possible)
- How does the Booster handle funds for food or just use booster monies for supplies?
- **Proposed fulfill agreement to football team on meals for this year and from this point forward any specific thing in need in way of meals let booster know and we will help out if we can. Asked opinion of board members...think best option is to look at meal issues on a case by case basis. Motion by Kim; Seconded by Chris. No oppose.**
- **How do we (Booster) handle request for money for fundraising and are authorized to commit without committee vote? Proposed that if a request of \$500 or more comes in the Treasure, President can commit without a committee vote? Motioned by Chris; Seconded by Tracy. No oppose**
- **Football Team, Girls Basketball, Boys Basketball, Wrestling team would like to use HUDL application. Approx 125 per month for year for 2 teams. Approx \$1200.00 per year. Prices based on sport playing. Proposed purchase HUDL. Motioned by Tracy; Seconded by Chris No opposed.**
- **Spring Mill Athletic Booster Website. Currently 125.00 per month. Currently posting Sponsor on website. Proposed to keep Spring Mills Athletic Website on a monthly basis at \$125.00 per month. Motioned by Joy; Seconded by Doug. No opposed.**

Spring Mills Athletic Executive Booster Club Meeting

9/2/2013

Spring Mills High School

- How do we get more volunteers for assisting in concession or other needed activities? The same volunteers are showing up....How do we keep them coming or get others to step up? Suggestion made to give a portion of profits to team of volunteering parents. Will watch to keep in mind and watch to see what happens or who helps.
- Programs and 50/50 are easy fundraisers – Programs typically sold by cheerleaders. Not yet approached by cheerleader coach for them to sell. Programs are made for free and every dollar made from Programs is free profit.
- Who's going to sell Programs to get monies (profits)? Suggestion is 75/25 profit. 75% goes to booster and 25% goes to team support that is selling programs.
- Cost of Program? Suggested \$3.00 to keep cost effective and people would keep purchasing. **Agreed to sell programs for \$5.00.**
- 50/50 are typically a football fundraiser. Does it mean that since its for football team does that mean that 50/50 is just for football team? Yes any team can do their own fundraiser or gear to sell at any other sporting event. Football is a favorite sport and people come to see, but others can set up tables and sell.

Meeting Adjourned

Meeting Adjourned by President Jeff Adams at 8:12 pm

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