



## HERNDON HIGH SCHOOL SPORTS BOOSTER CLUB

Herndon High School Sports Booster Club · P.O. Box 101 · Herndon, VA 20172

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February 4, 2019 Sports Booster Meeting - Meeting started at 6:05 pm

Attendees: Susan Anderson, Kim Douglas, Amy Emmatty, Jonathan Frohm, Dan Coghlan, Kelli Jordan, Jennifer Schoenefeldt, Iris Britt, Danielle LaRosa, Monica Snowden

**Sports Booster President, Amy Emmatty:** There is a golf tournament meeting tonight.

**Recording Secretary's Report, Susan Anderson:** January minutes are delayed; they will be emailed to the Board along with the February minutes and posted next month. The sign up sheet is going around.

**Athletic Director, Jonathan Frohm:** There is a lot going on. If you get or have questions, please just keep us posted. We are trying to communicate better via Twitter and Website regarding Concussion documents. Our Golf coach is leaving, Mark is a 1997 HHS grad and has coached a variety of sports for 20 years. We are also in need of a Cheerleading coach.

Finishing up winter sports and going into the championships. Spring sports start February 18, there is no school but there are tryouts that day. Locations for tryouts are being announced as able. There will be a meeting February 11 with the coaches to share everything we want them to know. Meet the Coach is March 4 at 6:30. Spring awards will be June 5 and 6.

The new softball scoreboard has been ordered and will have blank ad space available. We can add this to our advertising form.

**Concessions Report, Kelli Jordan:** All is going well, everything is stocked, and Nancy is a rockstar with volunteers. We are considering adding baked chips for the after-school concession stand.

**Apparel, Kim Douglas & Jen Schoenefeldt:** Everything is going well. We donated three baskets with sales items and underselling items, baskets are valued at approximately \$100. Two were donated to All Night Grad and one to St Joe's for the Spring Fling auction. Will review and work on online store this summer and figure out the logistics of deliveries.

**Sponsorship and Advertising, Monica Snowden & Iris Britt:** Applied for donation from Modell's but no response yet. Going forward will always include a date the donation is needed that is a few weeks out. We are contacting WalMart, applications opened February 1, as well as the Wizards and MARS candy company foundation. Approaching MARS to sponsor the new scorer's table.

**Membership, Stephanie Naski:** There were no new memberships in January. As in year's past, we plan to discount memberships by 50% as of March 1. Last year we sold 12 discounted memberships, \$1150. While we anticipate selling more memberships, we only have 65 tags left! If we get into a situation where we have more orders than tags, we will distribute paper passes rather than order more passes at this point in the year.

**Communications Secretary Report, Susan Anderson:** Will add the open coach positions to the weekly newsletter.

Nothing new for social media. If there is something to be posted, contact Stephanie.

**Treasurer, Danielle LaRosa:** We continue to do very well. Highlights:

Concessions brought in almost \$5,000 in January revenue. \$3,800 was from evening sports and the rest was after school.

Donations continue to be strong – we received an unsolicited \$1,000 donation plus another \$2,000 from the wish list.

With the wish list and concessions, our old adage of 90% of all revenue is earned in the Fall is no longer valid. We now have earned 25% of our revenue and profit during the winter season.

Propose a donation of \$10,000 at the Winter Sports awards. The proposal was approved.

Note: programs were created by the UPS Store and Amy; would like to consider adding other groups in the fall program and need to revisit who will sell them.

**Old Business:** Golf Tournament update. After the success of the wish list and how specific we were about where the donations would be spent, it sparked a discussion at the last meeting if we should have each hole represent a sport/team or something that specifically supports the teams and present it that way to potential sponsors.

**New Business:** There was no new business discussed.

Meeting adjourned at 6:30pm; next Meeting will be held on March 4, 2019.

**HERNDON HIGH SCHOOL SPORTS BOOSTERS**  
**PROFIT & LOSS COMPARISON**

	July 1 to February 4, 2019				July 1 to February 4, 2019				
	Revenue	Expense	Profit		Revenue	Expense	Profit		Profit Gain
<b>Core Business</b>									
Memberships	28,950.00	(3,251)	25,699		24,462	(3,168)	21,294		4,405
Concession Stand	30,320	(15,184)	15,136		29,040	(28,373)	667		14,469
Corporate Donations/Ads	16,500	(486)	16,015		5,333	-	5,333		10,682
Wish List	13,882	(1,334)	12,548		-	-	-		12,548
Clothing	8,489.75	(3,103)	5,387		9,670.90	(7,262)	2,409		2,978
Other	1,183.83	-	1,184		1,750.22	(975)	775		409
<b>Total Core Business</b>	<b>99,326</b>	<b>(23,358)</b>	<b>75,968</b>		<b>70,257</b>	<b>(39,778)</b>	<b>30,479</b>		<b>45,489</b>
<b>Other Expenses</b>							-		
Turf Replacement			(15,000)				(15,000)		-
Athletic Donations			(7,500)				(10,000)		2,500
Bank Service Charges			(1,391)				(8)		(1,383)
Office & Web			(770)				(650)		(120)
Letters, Plaques & Trophies			(2,719)				(3,365)		646
Banquet Expenses			(311)				(590)		279
Interest Income			692				15		677
Miscellaneous			(100)				-		(100)
<b>Total Other Expenses</b>			<b>(27,100)</b>				<b>(29,599)</b>		<b>2,499</b>
<b>Net Income</b>			<b>48,868</b>				<b>880</b>		<b>47,988</b>

<b>Remaining - Booster Commitments</b>									
Field Maintenance									
Wish List			12,548						
Scholarships			6,000						
Letters, Plaques & Trophies, Programs			2,281						
Admin - insurance, p.o.box			750						
Custodian Gifts			450						
Reserve - Maintain \$20k, Beginning balance was \$13.4k			6,600						
<b>Total Commitments</b>			<b>28,629</b>						

<b>Uncommitted Net Income</b>			<b>20,239</b>						
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Note: Reserve balance of \$20k equals \$15k field maintenance plus \$5k for startup costs (clothing, concessions, booster passes, admin).

**HERNDON HIGH SCHOOL SPORTS BOOSTERS**  
**BALANCE SHEET - FEBRUARY 4, 2019**

	Checking	Money Market	Cash Box	Total
<b>Cash</b>	<b>11,359</b>	<b>101,978</b>	<b>70</b>	<b>113,406</b>
Accounts Payable	6,958			6,958
Brick Highway		2,138		2,138
Scholarships		5,460		5,460
Team Accounts		36,303		36,303
<b>Total Liabilities</b>	<b>6,958</b>	<b>43,902</b>	<b>-</b>	<b>50,859</b>
<b>Equity</b>	<b>4,401</b>	<b>58,076</b>	<b>70</b>	<b>62,547</b>

Change in Liabilities July 1 to December 31, 2018						
	Balance Dec 31	Deposits	Disbursements	Balance Dec 31		
Accounts Payable	4,859	2,099		6,958		
Total 100 Year Brick Highway	2,138			2,138		
Donald Soberdash Memorial Fund	500			500		
Jimmy McLaughlin Scholarship	4,960			4,960		
Team Accounts						
Athletic Trainers	8,302			8,302		
Baseball Reserve	80			80		November 2013. \$80 from Brick Highway donation
Basketball - Boys Reserve	6,568			6,568		
Cheerleading Reserve	1,855		(1,855)	(0)		Transferred balance to school
Cross Country Reserve	4,537			4,537		Not actively used since 2016. \$120 expense in April 2018
Dance Team	982	115	(1,072)	25		Dance team reimbursed itself for Dinners and then paid for airfare to Orlando for one pe
DSA discretionary funds	1,166			1,166		Last used in 2017. Used for kids: entrance fees, insurance, basketball scoreboard, etc.
Field Hockey Reserve	3,164			3,164		
Golf Reserve	2,986			2,986		Last used October 2007
Gymnastics	10			10		In 20 years, the only activity was a \$10 deposit made in 2012
Lacrosse- Boys Reserve	1,500			1,500		Used during season
Lacrosse - Girls Reserve	2,192			2,192		Used during season
SAGA reserve (Recycling)	343			343		August 2004 money was deposited
Soccer - Boys Reserve	285			285		June 2018 - about \$300 withdrawn each June
Soccer - Girls Reserves	919			919		100% Funds from Brick Highway, last deposit September 2014
Softball Reserve	257			257		Rarely used. Last used September 2014
Swim Team Reserve	709	650		1,359		
Tennis - Girls Reserves	1,667			1,667		Fundraiser in 2010. \$120 used in 2012
Track & Field Reserve	70			70		Transferred balance to school account in 2017. Probably forgot this last \$70
Volleyball - Girls Reserve	828			828		Last used in 2015. They had two fundraisers, one in 2016, and March 2017
Wrestling Reserve	47			47		
<b>Total Team Reserves</b>	<b>38,465</b>			<b>36,303</b>		
<b>Total Liabilities</b>	<b>50,923</b>	<b>2,864</b>	<b>(2,927)</b>	<b>50,859</b>		

**HERNDON HIGH SCHOOL SPORTS BOOSTERS**  
**CHANGE IN CASH - JANUARY 2019**

<b>Opening Cash, December 31, 2018</b>		<b>110,983</b>
Deposits		
Wish List	2,050	
Donation	1,005	
Concessions	4,866	
Clothing	305	
Dance Team	<b>115</b>	
Interest Income	129	
Membership	85	
Swim Team Fundraiser	<b>650</b>	
<b>Total Incoming Cash</b>		<b>9,205</b>
Disbursements		
Neff Company (2)	<b>1,558</b>	
Herndon High School - Cheerleading	<b>1,544</b>	
Wish List - Track Items	<b>1,334</b>	
Dance Team - Reimburse Dance Dinners	<b>720</b>	
Concession Expenses	<b>697</b>	
Dance Team - Airline Ticket	<b>352</b>	
Cheer - Dee Dee Urban	<b>311</b>	
The UPS Store-Programs	<b>231</b>	
Square Fees	11	
SCC ID: 0334232-6	<b>25</b>	
<b>Total Outgoing Cash</b>		<b>6,782</b>
<b>Ending Cash, February 4, 2019</b>		<b>113,406</b>