

Cougar Athletic Boosters
Minutes of General Membership Meeting
Kettle Run High School
Thursday, February 11, 2016

- I. **Meeting called to order** at 7:02PM. President Dave Leonard presiding, Jim Lilek recording.
- II. **In attendance:** Dave Leonard, Michael Pickett, Jim Lilek, Paul Frye, Amy Trotto, Kari Schwind, Sam & Emily Davidson.
- III. **President's Report** (*Dave Leonard*): Boys basketball playoff games will take place Feb 16 & 18; meet the 2016 Spring coaches is Feb 17 at 7pm, Dave will speak on behalf of the Boosters; 1st scheduled spring game is Mar 14 (Girls Soccer v. Culpeper).
 - a. Vice President and Treasurer Booster terms are up at the end of the spring season. Michael Pickett will not return as Vice President and Treasurer Liz Turnure will not return. We have time to discuss and identify candidates; Jim Lilek submitted his name as a candidate for the Vice President role. Potential candidates should consider attending the April CBA meeting in order to address questions to gain a better understanding of the duties associated with each role. Candace Nowland and LeighAnne Doss are potential candidates for the Treasurer role.
 - b. Concession Volunteers. Tracy Crawford is willing to stay on as coordinator. Changes will be made to improve the efficiency of communicating volunteer requirements. Jim Lilek has the action to schedule a meeting to bring Concessions and Volunteer Coordinator together to develop the Strategic Plan for spring concessions.
- IV. **Secretary's Report/Approval of Minutes** (*Jim Lilek*): January Meeting Minutes approved with attendees edited. Sales tax incurred from BJs purchases? CAB does not have a BJs membership that is tax exempt, the Davidson's are using their membership to make purchases for concessions.
- V. **Treasurer's Report** (*Liz Turnure, not present. Marsha Stumpo, Bookkeeping*) Marsha emailed the January 2016 Accounting report prior to the meeting; all reports will be posted with the meeting minutes. Jan 23-28 all events were cancelled due to weather which accounts for no revenue. Reviewed P&L, Cash Flow Report, Balance Sheet, P&L July 2015 to Present. Spirit Wear sales are up this year.
- VI. **Athletic Director's Report** (*Paul Frye*): Not present. Items of note provided in the Presidents report.
- VII. **Vice President's Report** (*Mike Pickett*): Nothing to report.
- VIII. **Committee Reports.**
 - a. **Concessions** (*Sam & Emily Davidson*): Merchants substitutions process, Emily spoke w/Merchants, they noted on the account that KR is not to get any substitutions. Merchant's wants someone at the school when the order arrives so it can be checked-in and expired/incorrect items Merchants can be notified w/in 24 hours so CAB can be credited. Merchant's credit to KR for 4 boxes of Gummy Bears and a box of 1 ounce Little Girl Popcorn bags. \$35 delivery fee charged by

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Merchant's for a delivery of Popcorn boxes. Vendor options are distributed b/c Merchant's is not being flexible with regard to condiment returns (busted ketchup & mayo packs) and delivery of items. Pepsi will not allow pickups at their facility; losing money on expired beverages, need to develop a plan to ID expired beverages in less than 24 hours to notify the vendor. Candy and buns will be purchased at BJ's vice Merchant's (buns w/2 day shelf life). The plan is to purchase larger quantities (candy & rolls) when more activities are scheduled to ensure quality products. Reduced Pizza orders for Boys game 3 (cheese) and 3 (pepperoni); increase for Fauquier and Cheer Ring ceremony. JV games 2 and 2.

- b. **Fundraising** (*Kerry Cornwell update via President*): No report provided.
- c. **Membership** (*Kari Schwind*): Backus membership status? 1 sell, provided cash.
- d. **Spirit Shop** (*Amy Trotto*): Schedule for February to be available to open the Spirit Wear shop.
- e. **Volunteer Coordinator** (*Tracy Crawford*): Not present, no report provided.

IX. Old/Unfinished Business

- a. Herf Jones and Spitony's invoices (Liz Turnure)
- b. Kettle Run Booster Domain Name (Sam Davidson)
- c. Turf Field Committee (Emily Davidson, Chair)
 - i. Paul Frye getting information, estimates and identifying requirements.
 - ii. Field House?
 - iii. Donors?

X. New Business

- a. Next meeting is March 10, 2016 at 7pm at KRHS Library.

XI. Announcement: None.

- XII. Adjournment.** A motion was made by Jim Lilek to adjourn the meeting, 2nd; meeting adjourned at 8:19pm.