

**Patriot Booster Club
General Membership Meeting
October 11, 2017**

Board Members Present

Steve Daves, President

Dawn Harvey, Secretary

Jeremy Reeve, Treasurer

Theresa Brown, Member at Large

Board Members Absent

Jeffery Loague, Vice President

Brad Qualls, PHS Activities Director

Committee Chairs Present

Gayle Jenkins, Concessions

The meeting was called to order at 6:32pm

Open General Membership time

Nothing presented

Officer's reports

- Treasurer's Report (Jeremy Reeve)—all accounts have been balanced to include team/club balances; operating general fund balance is \$92,234.19; Receipts must be turned in for all purchases; a total of \$1,495.25 was donated to the American Red Cross for Hurricane Relief after the donation drive held

- Secretary's Report (Dawn Harvey) – minutes for September meeting have been posted on the website; Board made changes to the funding request section of the Bylaws as follows: Number 2 of Section 4. Funding Requests under Article VIII Relationship with School Administration has been changed to read:

2. The Board of Directors shall publish and maintain policy outlining:
 - A. The process for requesting financial support from the general fund
 - B. The types of requests that are eligible for financial support from the general fund

1. Tangible items housed within the school
2. Travel in accordance with travel policy
3. Other items at discretion of board

A Number 3 of Section 4. Funding Requests under Article VIII Relationship with School Administration has been added and reads as follows:

3. To be considered eligible for financial support from the general fund
 - A. Requesting activity must have actively participated in Booster Club fundraising (i.e. Patriot Cards/Mulch) and volunteer efforts (i.e. Concessions/Spirit Wear sales) during the previous and current academic school year
 - B. Activity Sponsor must present request at Booster Club meeting in person
 - C. A minimum of half of the amount being requested must be current in the Activity's Booster Club account prior to submitting their request

The Travel Policy was revised as follows:

1.0 Scope

This policy outlines the conditions where the PHS Booster Club supported Athletic Teams and Clubs can apply for reimbursement for travel expenses. The Booster Club will ~~reimburse~~ **consider reimbursement for** students and ~~facility~~ **faculty** coaches or sponsors for the following travel:

State competitions where PHS students have progressed to the state or national level or have been selected to participate in a state or national conference, show, competition or other state or national level event where the student(s) through merit has been selected to attend.

2.0 Purpose

The purpose of this policy is to insure that all students can easily afford to represent Patriot High School at State or National events where their merit on or off the field has warranted their participation in the event.

3.0 Policy

1. Items eligible for reimbursement

The following items are eligible for reimbursement **consideration:**

- a. Lodging
- b. Meals

- c. Registration fees
 - 2. How much will be ~~reimbursed~~ **considered for reimbursement:**
 - a. Lodging ~~will be reimbursed~~ at the GSA rate for the zip code where the event is being held. The GSA lodging rates can be found at <http://www.gsa.gov/portal/content/104877>
 - b. Meals ~~will be reimbursed~~ at the flat rate of \$25 per day
 - c. Registration fees will be paid by the Booster Club
 - 3. Payment
- The Coach or Sponsor is responsible for coordinating with the Club Treasurer for reimbursement of costs to the Team, Club or Student.

- Member at Large Report (Theresa Brown) – board approved:
 - The bylaw changes and travel reimbursement policy changes as indicated
 - \$500 for one student to attend the All National Orchestra competition
 - \$500 donation to be added to the Red Cross Hurricane Relief donation

Committee Reports

- Concessions (Gayle Jenkins) –
 - Volunteers have been great this year, have had a lot of students, need more adults and the sign up genius has been changed to reflect that; a list of students that participated will be provided to the coaches
 - Has been very busy with a minimum of \$4,200 during Varsity games
 - Homecoming and Senior Night are coming – will need volunteers, especially adults; VBOTA is also October 28th and volunteers will also be needed for that
 - Will be hosting several post season events for volleyball, field hockey, and football; dates will be posted on Sign Up Genius as soon as possible
 - Emails/information is currently being sent to both this years and last years groups; option to unsubscribe if you are no longer interested
 - Will be meeting with the head of the CTE program regarding a roof for the grill pit

- Winter schedule is being developed
- Anita's Shave Ice and Smoothie King have been hosted at games and donate 25% and 15% of their sales respectively back to us; will be returning
- Membership/Sponsorship (Steve Daves) –Jeff is still out of town and has not been present as the Vice President; as a result, haven't had anybody promoting membership or sponsorship as we should have; do have Velocity Wings as a sponsor; currently have 86 members; discussion was held regarding recruiting more members and sponsors and strategies for doing so; a few members expressed their willingness to help in doing both
- Spirit Wear (Steve Daves) –
 - "Pink Out" shirts will be sold at the next game, 2 dollars from every shirt sold will be donated to charity called Metavivor, which focuses on researching cures for Stage 4 breast cancer, last "White Out" shirts sold out in 1 week
 - Traci is working Red Nation to advertise for football game shirts, will be coming up with something creative to support other sports, also wanted to print more Battlefield shirts for the away game.
 - Lunch sales are every Tuesday, volunteers are needed, Merchandise is also being promoted via Twitter and Facebook and Red Nation leaders are wearing game shirts on Tuesdays to advertise in the mornings.
 - Have sold \$23,680 with a current profit of \$9,597.70 for the school year to date (minus the Square fees)
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Old Business

- Pioneer Cards – 95 remaining to date, beginning to close them out with Fall teams, some Winter and Spring teams have taken some cards
- BJ's Membership Drive finished September 30th and resulted in 30 memberships at a profit of \$5 each for the Booster Club
- Mulch delivery date will be Saturday, April 7th, this is an ALL day commitment for volunteers, please share that and the date with your teams, will start the fundraiser in early December

New Business

- No new team/club funding requests
- Wrestling reported that the team has had a lot of growth, Coach expressed his appreciation to the Booster Club for funding his requests in the past and helping with fees incurred

Next meeting will be November 8th at 6:30pm in the Drama Room

Meeting was adjourned at 7:08pm

Executive Session

Meeting was called to order at 7:24pm

Funding/Fundraising:

- Request from Spirit Wear for \$5,000 to purchase additional merchandise, Theresa Brown moved to fund the \$5,000 request as made, Jeremy Reeve seconded; Motion passes with 4 in favor, 0 naes
- Request from Spirit Wear for \$240 to be donated to Metavivor after the sales of the Pink Out shirts, Jeremy Reeve moved to fund the request as made, Theresa Brown seconded; Motion passes with 4 in favor, 0 naes

Old Business:

- Nothing to report

New Business:

- Revised marketing plan was discussed, discounting sponsorships by a third for the rest of the year
- Jeff has not responded to Steve's emails, Steve will reach out one more time and ask if he is returning and will be completing the duties of Vice President; Steve will appoint a new person to the position if he does not get a response or hear from him

Executive Session adjourned at 8:00pm