

**Patriot Booster Club
General Membership Meeting
December 13, 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
Traci Marin, Spirit Wear

The meeting was called to order at 6:32pm

Open General Membership time

Nothing presented

Jeffery League, Vice President, has resigned due to a work commitment that has rendered him unable to continue to serve on the Booster Club board. Jon Carroll has agreed to take the position.

Officer's reports

- Treasurer's Report (Jeremy Reeve)-all accounts have been balanced; Total assets are \$155,886.36, \$84,681.68 is earmarked for activities, operating general fund balance is \$71,204.68; Pioneer card funds have been allocated if all cards/money have been turned in by the Coach/Sponsor; those that have not turned all cards/money in have not have their funds allocated yet; Receipts must be turned in for all purchases ASAP after purchase

- Secretary's Report (Dawn Harvey) - minutes for November meeting have been posted on the website; Bylaws have been amended to include procedures regarding the resignation of an officer as nothing was indicated previously; A section 7 of Article V - Officers has been added and reads as follows:

In the event that a Board member is no longer able to serve in their elected position and elects to resign, the remaining officers may pursue *either* holding a special election or making an appointment to fill the vacancy as outlined below. Selection of the procedure that will be used lies solely with the remaining members of the Board of Directors.

Special Election

- A. The open position will be advertised through available avenues and nominees will be accepted for a period of two (2) weeks after the date the position becomes available.
- B. A nominee must be a member, in good standing, with the Booster Club.
- C. Nominees will present their qualifications to the General Membership at the first General Membership meeting after the open position becomes available.
- D. An election will be held by the general members during the General Membership meeting immediately after the nominees have finished their presentations.
- E. The newly elected officer will be sworn in during the first Board of Directors meeting following the election.

Appointment

- A. The highest ranking remaining officer is the Board member in charge of the appointment process.
- B. The remaining Board of Directors' members present names of qualified individuals for consideration to the Board member in charge of the appointment process.
- C. Any individuals presented for consideration must be a member, in good standing, with the Booster Club.
- D. If requested by the Board of Directors, the potential appointee(s) will present their qualifications to the Board of Directors at the next Board of Directors meeting held after the position becomes available.

- E. At the same Board of Directors meeting, a motion, second, and subsequent vote will be held for the appointment of a specific individual from the names presented to the vacant position(s).
- F. The newly elected officer(s) will be notified and sworn in immediately after the approval of the appointment motion.

- Member at Large Report (Theresa Brown) -

The board approved:

- Changes to the bylaws as indicated above
- \$10,000 to culinary club to assist in the attendance of 37 students at the International Cooking competition at Disney from April 27th to April 30th
- \$1950 to the swim team for practice fees
- Cutting the cost of the sponsorships by one third for the rest of the school year

Committee Reports

- Concessions (Gayle Jenkins) -
 - Sign up genius has been posted; in season teams are not slot-
ted to work sessions
 - There have been a lot of cancellations and no show's of late,
please remember participation is tracked and reported to
coaches/sponsors
 - Numbers have not been as good this year as they have been in
the past
 - Need a volunteer to start shadowing/training to take over for
Gayle
- Membership/Sponsorship (Steve Daves) -My Plumber has purchased
a sponsorship at the \$1500 level; no new memberships this month;
please encourage parents of winter teams to become members
- Spirit Wear (Traci Marin) -
 - Met with Jeremy and found some issues which are being re-
solved
 - Lunch sales are low, going to move to selling at lunch once
per month, online sales are better

- Sales at events with parents are more lucrative, moving toward doing more of those
- If anyone has any ideas, please let Traci know

Old Business

- Pioneer Cards - vendor has been paid; letting us keep the extras at no cost; have 300 additional if clubs want them; any teams that want to do a neighbor blitz should consider it as there are neighborhoods that have not been reached
- Mulch Sale - only form is ready; will be posted online; delivery date will be Saturday, April 7th (first Saturday after Spring Break), orders are due March 16th; will have a limited delivery area this year, purchasers outside of that area will need to pick their mulch up; no limit on amount purchased for delivery within delivery area; teams/clubs earn \$1.50 per bag sold; this is an ALL day commitment for volunteers - expect to spend the entire day volunteering; please direct any questions to Steve

New Business

- No new funding requests
- Men's Basketball Coach shared concern about payment of items, Steve received information and will be meeting with Brad

Next meeting will be January 10th at 6:30pm in the Drama Room

Meeting was adjourned at 6:58pm

Executive Session

Meeting was called to order at 7:02pm

Funding/Fundraising:

- No new funding requests

Old Business:

- Steve Daves moved to appoint Jon Carroll to the vacant Vice President position, Jeremy Reeve seconded, motion was approved with 4 yeas/0 nays

- Key Club did not submit funding request in writing as they said they would do at the last meeting
- Materials for sponsorship have been revised
- Mulch forms are ready, Steve will send them out to the Board
- Drew is working on the sponsorship with Velocity Wings

New Business:

- The cost of the Pioneer Cards will be reduced to \$15
- Jeremy reported that he learned the Booster Club tax exemption status had expired; he is working on resolving the issue and pursuing permanent exemption; an extension was filed and we now have until May to complete the taxes without penalty, Jeremy is working with the accountant to get that taken care of

Executive Session adjourned at 7:38pm