

BOOSTER CLUB MEETING MINUTES

November 6, 2013

Members Present: Adam Delegardelle, Amy Frost, Shannon Hames, Tom Hogan, Mara Jones, Paula McFadden, Shelley Mentel, Missy Neebel, Karen Paulsen, Sheri Purdy, Patty Rhoads, Kim Rottinghaus, Heidi Rottink, Brenda Schares, Karen Thoma, Emma Bailey, Marissa McFadden, Sean McFadden

Shannon called the meeting to order and lead the prayer at 6:02 PM in the DB Library.

Approval of August Minutes: Missy approved the minutes and Shannon seconded the motion.

Additions to the Agenda: Kim asked to add discussion on the purchase of a new cash box to the agenda. Amy approved agenda with addition. Sheri seconded.

Committee Reports:

1. Finance/Budget: Missy presented the budget. Total income for October 2013 was \$17,988.88. Total expense was \$33,479.47 (this includes \$21, 412.24 paid to the general budget). Total cash in bank as of November 5, 2013 is \$72,079.14. Net income for July –October 2013 is \$21,353.05.
2. Merchandise: Patty reported that the most recent fall merchandise orders were the football playoff shirts and the Cross Country state t-shirts. An additional order for football shirts may be done if football wins and plays in the dome, and/or football state t-shirts. Patty & Tammy are stepping down from the merchandise committee. Mara Jones and Sarah Staebell will be taking over.
3. Fundraising:
 - A. Volleyball Tournament – Patty mentioned Rick is checking with Abby Breitbach to see if she can assist with this.
 - B. Middle School Basketball Tournament – Shannon has talked to Jake Lutgen. He is interested in helping to run this. Shannon will work with him to set a date for this...possibly in December.
 - C. Raffle – Kim asked about the when the Booster Club raffle should be done this year. In past years, the raffle was always sent out at the same time as the alumni newsletter. Last year, the raffle information was sent out in spring (April/May). This year we have decided to try and coordinate it with Catholic Schools Week. The raffle letter and tickets will need to be mailed out in mid-late December and the drawing will be done during Catholic Schools Week. Karen mentioned adding a tier to the raffle tickets: \$25/per ticket, or \$65/3 tickets, or \$100/5 tickets. (In the past the tickets were \$25/per ticket or \$65/3 tickets)
 - D. Pee Wee Wrestling Tournament – Tom stated the date for the Pee Wee Wrestling tournament will be Friday, December 27, 2013. Shannon will check with Nikki Brown and Dawn Lutgen about coordinating the concessions for this tournament.

Old Business:

1. Update on Football and Track Project – Tom stated they have not received any response back on the proxy for either of these projects. He will email Rick and see if there is any word on this. Paula mentioned that it would be nice to get the proxy approval soon so when football playoffs are finished, the tiling can begin for the track. Karen also mentioned to Paula that it would be a good idea to check with Peggy Zumbach regarding any specifications for money being donated for these projects for tax exemption purposes. Tom also requested that Vince work with Dan Monat prior to any construction on the track to avoid irrigation system, etc. Vince will also check with Black Hawk County to see if a permit is needed for the track.
2. Sounds System – Shannon received an invoice from the repair and new overhead microphone and miscellaneous sound system items. The amount was \$1,176.80. All in favor to move forward with this.
3. Strategic Plan – The Strategic Planning Committee will be setting another date to meet in the near future. The football and golf strategic goals/plans were just received. Tom will check on getting a report from the Dance Team Coach.

New Business:

1. Lego League – Karen Thoma presented information on the Lego League. There is new software that the league would like to purchase for a mindstorm robot. The new software will be needed by 2015, but the league would like approval and support to purchase now to keep up with other lego league competitors. The cost is \$464.33. Karen noted that every year several grants are written to help pay for set up/registration fees each year and other items needed. She would like to ask the Booster Club to support any expenses throughout the year that are not covered by grants (grants not approved, etc.) The coaches are volunteers. The Lego League is in the very beginning stages of possibly developing a patent for their current project/application. Booster Club voted to support the Lego League with the idea that they still pursue grants each year, but BC will fund expenses for grants not approved, etc. Sheri made motion to approve. Shannon seconded. All in favor.
2. Winter Concession Coordinators – Some of the winter sport concession coordinators were present at the meeting. Kim gave them an instructional sheet to follow and will meet with them after the BC meeting. There are 11 home basketball games this year and 2 home wrestling meets. The concession coordinators for wrestling may need to assist with coordinating the concessions for the Pee Wee Wrestling Tournament.
3. Middle School Coach Salary – Tom checked on this from last month's meeting. The starting salary for middle school coaches is \$600. There is a tier system in place. Each additional year they coach at Bosco System, they receive an increase of \$50. There is a cap set in place. Tom has this figure. There was a lot of discussion on the cost of coaching certification and salary pay. It was proposed for next year to check on having a head coach for \$600 and asst coach for \$300 for middle school if possible. (There are two paid positions at the high school level currently in place.) Peggy and Tom will work to put together the proposal and official contract including salary, etc for each coach. Once finalized, it will need to be added to Booster Club By-Laws.
4. Medical Kits – We need to have a medical kit for each sport at the middle school and high school. It is believed that each high school sport has their own kit, but currently not all middle school sports do. Kim will work on getting these for each sport to have their own. Sheri will check with Wheaton Franciscan for any extras they may have at work to donate as well.
5. Merchandise Coordinators – Kim discussed the changes in place on the process in dealing with money, orders, etc. The changes made in handling/processing merchandise orders is due to the insurance coverage for the school. In order for insurance to cover whatever unexpected issue may arise, the guidelines established must be followed. There has to be a checks and balance in place. Peggy & Rick will get the guidelines to Booster Club.
6. Concessions for Fall Play – Paula noted that based on past years, there have been a good number of sales in drinks and popcorn at the plays. Paula, along with assistance from others, will manage the concessions for the fall play. They will sell whatever candy and drinks (pop, water, Gatorade) that are left over from football as well as popcorn.
7. Radio coverage – There was discussion on when to have radio coverage for sporting events. It was decided that radio coverage would only be for the state games for each sport.
8. New Cashboxes – Kim asked for approval to order 5 new cash boxes. The cost is \$20 each. All in favor.

Meeting Adjourned at 7:28PM

The next meeting will be Wednesday, December 4 at 6:00PM in DB Outer Office.

Respectfully submitted by Amy Frost