

CHS ATHLETIC BOOSTER CLUB 2016-2017
GENERAL MEETING MINUTES – FEBRUARY 13, 2017

Attendees

President – Scott Anderson
Vice President – Lance Sleeper
Secretary – Cheryl McCarson
Membership – Kristine Escobedo
Special Projects – Lisa Schiffner
Team Liaison Coordinator – Wendy Starkey
Concessions Manager – Angelia Pilcher

Administrators/Coaches/Other Guests

Jaime Escobedo
Chris Pilcher
Brandi Gutches
Monica Lamos
Michelle Karr
Tim Potter
Esther Parker
Andy Manthei

Absent Directors/Chairpersons

Communications – Susan Kenney
Concessions Director – Donald Scott
Parliamentarian – Mindy McGrath
Spirit Wear – Kim Meyers

Webmaster – Brian Sullivan
Scholarships – Janet Freeman

Open Positions

Treasurer

President Scott Anderson called the meeting to order at 7:02 pm. Scott welcomed everyone.

1. **Vice President Report** – Lance Sleeper, Vice President reminded everyone about Amazon Smile where the Booster Club gets a percentage of all money spent. We have it set up so that the payment is made directly into the bank account and is paid on a quarterly basis.
2. **Secretary Report** – Cheryl McCarson, Secretary presented the minutes from December 2016 meeting. Minutes were reviewed by members.
Andy Manthei made a motion to accept the minutes of December 12, 2016. Angelia Pilcher seconded the motion. The motion passed unanimously.
3. **Treasurer Report** – Scott Anderson shared that Chris Lewis, Treasurer, unexpectedly passed away in January. Scott was able to get all of the deposits locked in Chris' safe as well as paper documents that Chris had. He was not able to access files on Chris' computer that were password protected so had to create a new report. Because of the time where deposits were not accessible, there is a delay but will be caught back up. Scott went over the Treasurer's Report for the months ending December 2016 and January 2017:

December 2016

Beginning Balance:	\$64,673.92
Total income:	\$4,816.04
Total Expenses:	(\$5,644.62)
Ending Balance:	\$64,845.34
Subaccount Balances:	\$26,303.18**
The General Fund Total:	\$38,542.17**
Required Reserves:	\$13,000.00
	\$10,000 scholarships

\$3,000 Letter Jackets
General Fund Remaining \$25,542.17**

**Note: Football will add \$1,300 from the Piada Fundraiser that had not been allocated to the sub-account yet and Men's Basketball will add \$2,000 from a Fidelity 12/5 donation that had not been allocated yet. The General Fund Balance will be reduced by \$2,300.

A question was raised about a \$55.33 charge to Go Daddy for the website due to the fact that it has always been \$14.99. Scott will check on this.

Cheryl McCarson also mentioned that there was a fraudulent charge from the November Report of \$1,884.66 on the Square Account that Chris had mentioned would be refunded soon. That is not showing yet, so it should be checked on.

Brandi Gutchess made a motion to accept the Treasurer's Report for December 2016. Jaime Escobedo seconded the motion. The motion passed unanimously.

January 2017

Beginning Balance:	\$63,845.34
Total income:	\$3,655.99
Total Expenses:	(\$12,495.10)
Ending Balance:	\$55,006.23
Subaccount Balances:	\$22,821.88**
The General Fund Total:	\$32,184.35**
Required Reserves:	\$13,000.00
\$10,000 scholarships	
\$3,000 Letter Jackets	
General Fund Remaining	\$19,184.35**

**Note of adjustments from the December 2016 Report: Football will add \$1,300 from the Piada Fundraiser that had not been allocated to the sub-account yet and Men's Basketball will add \$2,000 from a Fidelity 12/5 donation that had not been allocated yet. The General Fund Balance will be reduced by \$2,300.

Andy Manthei made a motion to accept the Treasurer's Report for January 2017. Brandi Gutchess seconded the motion. The motion passed unanimously.

4. Director Updates:

- 4.1 Parliamentarian, Mindy McGrath was not present – no update given
- 4.2 Kristine Escobedo, Membership, there was a Baseball parent meeting where she got 3-4 new members. There will be more spring meetings for softball, track, tennis and golf. A suggestion was made to add the number of kids from each sport that have a booster club member to the Booster Club website to create a little competition among the sports.

- 4.3 Donald Scott, Concessions was not present – no update given.
- 4.4 Spirit Wear, Kim Meyers was not present – no update given.
- 4.5 Susan Kenney, Communications was not present, no update given. Discussion was made regarding putting the Program and Scholarship Deadlines on the Team App. A suggestion was also made to update the Booster Club website more frequently...the current site says that the next Booster Club meeting is November 14, 2016. Brandi Gutches expressed an interest.
- 4.6 Lisa Schiffner, Special Projects, the Spring Program is underway. The deadline for advertisements and Senior Dedications is March 3, 2017 firm.
- 4.7 Wendy Starkey, Team Liaison Coordinator – She is keeping Team App updated.

5. Old Business:

- a. Amazon Smile Account – Payment will be received the 2nd month after quarter-end; should receive the first payment toward the end of February 2017.

6. New Business

- a. Open Treasurer Position: The Board Appointed Esther Parker as Interim Treasurer through June 30, 2017.
- b. March 3, 2017 deadline for Spring Program advisements and Senior Dedications.
- c. Concessions – a Signup Genius has been sent to coaches for upcoming events that need concession volunteers. Wendy will add the links as “News” in the Team App. We need to also get the links on the Booster Club website.
- d. Powerlifting Regional Meet at CHS on March 4, 2017 from 8:00 – 4:00. We will need Concession volunteers.
- e. Open Discussion
 - 1. Angelia Pilcher suggested that veteran Booster Club members work hard to recruit parents of younger students.
 - 2. We will be opening the Ballot for new Board Elections in April with the vote coming in May. Chris Pilcher said that he would work on the Nominating Committee.
 - 3. A question was raised about sport-specific apparel. The Booster Club does not necessarily do sport-specific due to inventory that it would take. It was recommended that a parent fundraiser be organized and they can pre-order as many as they want. 10% of sales would go to the Booster Club.

Next meeting will be March 13, 2017 discussion was had and although it is during spring break, many will still be available. (6 pm Board; 7 pm General)

The meeting was adjourned at 8:10 pm