

Capital High School Booster Club
Board Meeting Minutes
November 16, 2017
6pm

Board Members in Attendance: Dan Sweeney (thank you for sharing your home), Bill Yount, Tammi Grow, Jena Layton, Debra Miles, Steve Taylor, Cristin Wilson

Board Members Absent: Tammy Berbells, Craig Kiefer, Stephanie Pratt

Guests in Attendance: Kerri Dawson, Dawn Kero, Kurt Playstead, Beth Kalb, Katie Hurley

Guest Absent: Ryan Plughoff

Welcome and Introductions

Tammy welcomed everyone, introduced the board and asked for volunteers for filling positions on the board. Bill Yount volunteered for the Vice President position. Cristin Wilson made a motion to accept Bill as the new VP and Debra Miles seconded the motion. Cristin Wilson volunteered for the secretary position. XXX made a motion to accept Cristin as the new secretary and XXXX seconded the motion. *(Did not catch who did these motions ... wasn't officially taking notes yet). ☺ Anyone remember?*

Tammy also mentioned that we will not have a meeting in December. The next meeting will be in January and will be very auction focused.

Treasurer's Report

Jena said we currently have \$32,000 in the bank. There is still approximately \$15,000 left in grants to pay out and we have paid \$30,000 in grants to date. Tammy and Steve reviewed the grant process. One of the major changes made from past years is the Booster Club does not immediately provide the funds to the coaches or clubs that win a grant request. Instead, the Booster Club does not release the funds for a granted item until an invoice is received. This is to prevent coaches from requesting a grant for one item and then taking the funds and buying something else. The grant money is to be used ONLY for the item requested in the grant proposal.

Athletic Director Update

Steve gave an update of our fall sports ... starting with the awesome news that our Volleyball team WON STATE!!!!!! There was a fabulous homecoming for the state champions, complete with police escort, CHS band and firetruck! Nicely done volleyball!!!!!!!!!! There were also several swimmers that placed in state. Cross-country girls took 15th in state and all that competed ran their personal bests!!!! Rock stars!!! Soccer went to districts again and lost in the second round at Prairie's home field. At the district level, there should be no home field advantage. For this reason, the district is reviewing how this happened this year and changing the procedures to ensure this doesn't happen again. Football had a tough season which had a big impact on the participation at games (i.e. ticket and concessions sales). Tennis had another strong season ... they are sending two singles players and a double group to state in the spring. This puts them in a strong position to possibly win state. Winter sports have started. Bowling is the only sport that does not require the mandatory 10 practices before matches can start.

Steve discussed where the proceeds of the ticket sales end up ... a GREAT question that comes up often. It is often misunderstood that the proceeds go right into the Booster Club fund. In actuality, the funds from the sale of tickets goes into the ASB general fund and, for the most part, are used to pay for

officials for the sporting events. Just this fall alone, the ASB has spent approximately \$23,000 on the cost of officials.

While other schools are supposed to spread the word that they will need to pay when coming to sporting events at CHS, that is often times not the case, making for uncomfortable situations between the fan and the ticket seller. One such situation that often occurs is with C-team basketball. Some fans will say they never have to pay for a C-team basketball game. Steve confirmed that ... quite the contrary ... there are only two schools in the league that do NOT charge for C-team basketball.

Auction Update

Debra provided an update on the auction. It will be held at SPSCC on March 24, 2018. Jen and Ameer have confirmed they will handle the catering and it will be a Mexican fiesta themed menu. Craig Kiefer is handling the bar but will need a helper. Debra is doing an amazing job with making executive decisions to make our auction awesome. Some of the changes are:

- There will be only 10 live auction items ... any more than this and folks lose their focus.
- There will be no fund-a-need ... only a raise-the-paddle. The data does not support that we get a lot more donations with a specific item that is being funded. People generally have a set amount they are going to spend during the night and are going to raise their paddle regardless of there being a specific item for the donation. This allows the booster club more flexibility when allocating the funds.
- Debra talked to Mr. Lundberg about having the jazz band perform at the auction and play Tijuana Brass tunes ... a great fit for our "Spring Break – Cabo Style" theme. Mr. Lundberg thought it sounded interesting and asked that Debra check in with him again in January.
- She is planning a flip-cup tournament for a fun game/fundraiser. She is looking for a sponsor for this area.

Sponsorship Levels

The topic of sponsorship was brought up because a representative from the National Guard wants to donate to the Capital Booster Club and was wondering about our sponsorship levels. The representative wants to donate around \$400 and wants to hang their banner somewhere. Tammy was not sure if she wanted to do this for the auction or year round. Cristin is going to bring information from the Griffin Foundation regarding their sponsorship. In the meantime, Tammy is going to discuss further what the National Guard had in mind and we will discuss more at a later date.

Action Items

- Tammy Grow: contacting coaches with outstanding grant requests to remind them to get their items purchased.
- Debra, Kerri and Bill: going to put together a proposal for getting more involvement in volunteers for ticket sales and selling concessions. Perhaps a requirement that coaches or clubs within the school cannot request a grant until they have fulfilled their requirement for selling tickets or concessions.
- Debra: write checklists to leave in the concessions area regarding how to make popcorn and nachos and how to open/close the concessions booth.
- All board members: go to <https://www.foodworkercard.wa.gov/index.html> to obtain your WA State food handlers card. It only takes about 30 minutes, is cheap and lasts several years.
- Kurt Playstead: is going to work on getting funds together for the cross-country basket.
- Cristin: provide sponsorship information used for the Griffin School Foundation auction.

- Tammy: get more details from the National Guard regarding their donation and sponsorship possibility.
- Debra: Check in with Lundberg in January regarding Jazz Band at auction.
- Debra: Create a list of items she would like procured so the board can have specific businesses to target.
- Tammy and Cristin: put together the list of new board members that will be voted on in January. Hoping all of our guests want to join our group ... we get a lot done ... and HAVE FUN doing it ... and it is for a GREAT cause!!!
- All board members: Procure, procure, procure. ☺

Meeting adjourned at 8:45pm

Next Meeting: Wednesday, January 10 @ 6pm in the CHS library.