

**Capital High School Booster Club
Board Meeting Minutes
Wednesday, November 14, 2018
7pm, CHS Library**

Board Members in Attendance: Beth Kalb (proxy Debra Miles), Cristin Wilson (proxy Katie Hurley), Debra Miles, Jena Layton, Katie Hurley, Kim Swanson, Kurt Playstead, Leslie Merchant, Marissa Duerr (proxy Katie Hurley), Ryan Plughoff, Kerri Dawson (Jena Layton proxy), Jena Layton

Board Members Absent: Dan Sweeney, Tammi Grow, Debbie Williams

Administration in Attendance:

Guests in Attendance: Denise LaFlamme

Approval of the Minutes

A motion was made by Katie and was seconded by Kurt to approve the October minutes with no changes. Motion carried.

Administration Update

Administration report was given by Debra. Steve Taylor commended the volunteer coordinator for a successful fall season with every single shift covered by volunteers. Steve reported that there are 167 Winter sports athletes and a new wrestling coach who will bring some new energy to the program.

Steve asked that the booster club consider funding \$2600 for new wrestling uniforms because the old uniforms are unusable – there is not a full matching set, and the uniforms they do have are in very poor condition. No grant request was submitted by wrestling last spring.

Some discussion ensued about how much money the booster club could fund at this time and it was determined that we do have enough money to fund the request if we choose. The general consensus was that this is exactly what the booster club is for – to help build interest and opportunities in CHS athletics and activities. Katie moved that we give wrestling a \$2600 advance on a 2019 grant (meaning they won't get more money in the spring). Kim seconded. Motion carried.

Treasurer's Report

Kim reported there is still \$15,000 in grants to pay. A motion was made by Ryan and was seconded by Katie to approve the October Treasurer's report with no changes. Motion carried.

VP Resignation and Nomination

Bill Yount tendered his resignation from the board due to other commitments. A brief discussion took place and Debra asked if anyone was interested in nominating themselves for the position. There were no volunteers at that time.

Winter Sports Update

The Winter Sports parent meeting is November 15 at 6:00 pm. Katie and Kurt will represent Booster Club at the meeting.

Concessions/Ticket Sales for Winter Sports Update

Debra reported that Steve put in a work order to get the loose trim on the countertops repaired, and the work is in process.

The old safe was locked and could not be opened with a key or a combination. There is at least \$1000 cash in the safe. Kim will ask the welding teacher, Mr. Murray, if he can get the safe open. Debra has already purchased and installed a new safe.

The concession stand needs a new hot dog warmer. The current warmer is not meant to be used for hot holding wrapped hot dogs.

Committee Check-In

1. Grants/Allocations Committee (Cristin) No report
2. Volunteer Coordination Committee (Katie) Fall sports complete, Winter sports starting in 2 weeks. Signups are going well. Katie will get Ryan a report of how many shifts can be attributed to each team as of the end of Fall sports.
3. Concessions Committee (Jena) Will restock before Winter sports start
4. Membership Committee (Vacant)
5. Webmaster Committee (Tammi) No report
6. Outreach and Publicity / Social Media Committee (Kerri) Goodie bags were distributed for Cross Country and Volleyball athletes headed to State.
7. Coach Liaison Committee (Ryan) Coaches have responded well to communications about volunteers.
8. Auction Committee / Chair (Debra) Auction will be St. Patrick's Day theme, Irish dinner menu, and will be the focus of our January-March meetings. Procurement forms were distributed to board members.

Review of ... & New ... Action Items

- Debra asked all board members present to submit 10 names of CHS alumni and/or local business owners that Jennifer can contact about auction sponsorships.

Meeting adjourned at 8:17 pm (minutes taken by Katie Hurley)

Next Board Meeting: Wednesday, January 9 @ 7pm in the CHS library.