

**Capital High School Booster Club
Board Meeting Minutes
Wednesday, April 10, 2019
7pm, CHS Library**

Board Members in Attendance: Beth Kalb, Cristin Wilson, Debra Miles, Katie Hurley, Kerri Dawson, Kim Swanson, Kurt Playstead, Ryan Plughoff

Board Members Absent: Dan Sweeney, Debbie Williams, Tammi Grow, Jena Layton, Leslie Merchant, Marissa Duerr

Administration in Attendance: none

Approval of the Minutes

NOTE ... no minutes were taken at February and March meetings because they were dedicated to auction preparation.

A motion was made by Jena and was seconded by Kerri to approve the January minutes with no changes. This was done just prior to our auction meeting in February. Motion carried.

Administration Update

Debra gave an update provided to her by Steve. It summarized how winter sports finished and how springs sports are starting regarding numbers in attendance and next grade check on May 10. Steve also provided an information sheet that stated the first day of football practice is August 21 and other fall sports have a first practice date of August 26. It stated where to find the sports clearance packets on the OSD site.

Treasurer's Report

A motion was made by Katie and was seconded by Beth to approve the expenditure of \$700 to Longnecker Accounting for the preparation of our taxes. Motion carried.

Auction Wrap-Up

Debra went over the final figures from our auction. On a net basis, we made \$39,284 versus \$32,127 in 2018. GREAT JOB!!!! Next year we are going to shoot for the weekend prior to St Patricks Day in order to continue this theme! Debra went over some of the suggestions that came up at our post-auction celebration.

Allocation of Auction Proceeds

There are a number of things that need to be improved in the concessions stand. For example, the drink cooler needs to have a maintenance person do a service check and a new food warmer (approx. \$489 which is big enough to hold pizza). It was discussed to have pizza in concessions and possibly sell our hot dog roller and purchase a new one.

There was a motion by Cristin and seconded by Katie to allocate \$45,000 of the auction proceeds to grants and \$1,500 to concessions. Motion carried.

Possible New Board Members

- Jennifer Johnson (Debra contacting), Brooke Lawson (Kerri contacting), Paula Moll (Ryan contacting),
- Hoping to get board members from Griffin, Jefferson and Marshall to allow for wider contact group throughout all of CHS.

Committee Check-In

1. Grants/Allocations Committee
 - Cristin reported that grant email has been sent to coaches. The deadline for submitting is Friday, April 26
 - May 8 board meeting will be longer due to review of grant applications & Katie has volunteered her home. Details will be provided with the "REMINDER" email in early May. NOTE ... it will start @ 6pm.
 - Debra provided information regarding some outstanding grant invoices.
2. Volunteer Coordination Committee (Katie)
 - Katie provided the following participation by sport/activity: Girls Soccer (17), Football (12), Boys Tennis (15), Volleyball (31), Cross country (5), Boys Golf (5), Girls swimming (2), Boys swimming (2), Wrestling (14), Boys basketball (47), Girls Basketball (28), Cheer (8), Dance (2), Bowling (17), Band (4), Girls Golf (10), Boys Soccer (27), Girls Tennis (2), Track (16), Baseball (15), Fastpitch (12)
3. Concessions Committee – Covered above.
4. Membership Committee –Debra suggested we have one person do membership and webmaster next year.
5. Webmaster Committee – No report.
6. Outreach and Publicity / Social Media Committee – Kerri sending out email regarding winners:
 - \$1,000 scholarship (Kaylene Lahn – asked it to be used for summer football for kids who could not afford camp)
 - \$1,000 scholarship (Jennifer Johnson)
 - Kristine House – Red Line Winner of five \$100 gift cards to Panowicz
7. Coach Liaison Committee
 - Ryan said it went pretty well with most coaches.
 - Suggestions for baskets for auction:
 - Buyout option for basket and tier the buyout amount based on how many participants
 - Encourage parents to use PayPal for basket donations ... super successful and easy.
8. Auction Committee / Chair – covered above

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

- **Debra:** Pick a date(s) for cleaning the concessions stand
- **Kerri:** Sending out post-auction email mentioning auction proceeds, winner of scholarships and Red Line prize.
- **ALL MEMBERS:** Bring TWO name possibilities for new board members.
- **Kerri:** Contact Brooke Lawson regarding being a possible board member
- **Debra:** Contact Jen Johnson regarding being a possible board member
- **Ryan:** Contact Paula Moll regarding being a possible board member

Meeting adjourned at 8:15pm

Next Board Meeting: Wednesday, May 8 @ 6pm at Katie Hurley's home (will have meeting followed by review of grant requests)