

**Capital High School Booster Club
Board Meeting Agenda
Wednesday, October 13th, 2021
Topsy Whale**

- 6:00pm Approval of minutes
- 6:05pm Principal and Athletic Director report (Ja'Wanne and Steve)
- 6:15pm Treasurer's report (Kandy)
- 6:20pm Grant Allocation
- 6:45pm Committee Check-In
- Volunteer Coordination Committee (Katie)
 - Concessions Committee (Katie and Leslie)
 - Membership Committee (Kerri)
 - Webmaster Committee (Brook)
 - Outreach and Publicity / Social Media Committee (Brook)
 - Coach Liaison Committee (Ryan, Kurt, Scott)
 - Auction Committee / Chair (Kerri, Brook, Katie, Annie)
- 6:50pm Review of Action Items from Last Meeting

Auction:

1. Start thinking of donors/businesses who could provide items or experiences that could be auctioned online and in-person (silent and live). Bring ideas to October meeting.
2. Katie and Brook to check on catering options and facility requirements.

Treasurer Changes:

1. Brook to work with Timberland Bank to ensure Debra is removed from the account, debit card is canceled, and Kandy is added as Board Treasurer. Brook and Kandy to get debit cards issued. Brook has the club checkbook and can handle payments that may come up prior to Kandy being added to the account.
2. Brook, Kandy, and Debra to meet separately to ensure a smooth transition of treasurer information and documents.

Concessions:

1. Katie to add volunteer sign-up slots for outdoor events (soccer and JV football).

Membership: Paula Moll needs to be re-appointed at the October meeting.

All board Members please sign up for Booster Club Membership:

<https://capitalboosterclub.com/membership/> and Renew your Food Worker Card at <https://www.foodworkercard.wa.gov/>

NEXT MEETING DATE

Wednesday, November 10th, 2021 @ 6pm

Tipsy Whale?

GO COUGS!