



## Boosters Board Meeting Minutes August 1, 2022 – Brewtus' Clubhouse

Tim Breidenbach, President called the Mustang Boosters Meeting to order at 6:02pm.

Present: Tim Breidenbach, Julie Koppelman, Terry and Michelle Angus, Nick Hillman, Jennifer Raan, Erin Mauriello, Michael Bryant, Marisha Lunde, Tammy Valvo, Danel Jung, Ashley Hogness, Nick Killoran, Dawn Carr, Joy Beeter, Cory Herrmann, Alison Chesser, Jodi Tollefson, Larry Schwab, and Ed Krystosek.

**Minutes of the previous meeting:** Jodi Tollefson motioned, Erin Mauriello seconded to approve the July 11, 2022 meeting minutes.

### **Old Business:**

- **Bylaws Amendments:** Discussion tabled to September meeting.
- **Board Officer VP position:** Discussion tabled to September meeting.
- **Fall Boosters Social:** After some discussion, it was decided that October 7<sup>th</sup> will be the date of the fall Boosters social. The social will take place after the Mustangs / Packers football game. Nick Hillman will chair the social planning committee. He will contact Brewtus' Clubhouse manager to propose hosting the event. Ashley Hogness, Erin Mauriello, and Marisha Lunde will assist Nick with planning the social. All board members should think of ideas for the event (i.e. fundraising, increasing membership, games/drawings, etc.) and send them to Nick or one of the planning committee members.
- **Preliminary Budget 2022-23:** Julie Koppelman provided a 3-year financial summary to show past income, expenses, student activities funded. The board's goal is to get needs and expectations from all the committees in order to create a budget for this year. Budget will also need to include any other planned changes, including increases for banquet money, revision of the scholarship program, etc.
- **Boosters Scholarship program:** Discussion tabled to September meeting.
- **50/50 Raffle process:** Permit request was submitted. A new process has been drafted for having a 50/50 raffle at an event. The Boosters will manage the process and educate teams / groups at Sheyenne for how to request a raffle for their event.
- **Coaches / Advisors meetings:** Communicating to coaches and activities advisors about the Boosters and what we can do for students will be done through the parent meetings held for teams and activities. Board members were assigned to the sports parent meetings occurring soon. Activities advisors will need to be contacted about their meetings. Talking points will be written for everyone to use at the parent meetings.

- **Roundup:**
  - ⊖ **2022 thank you notes** – Breanna Breidenbach completed the thank you letter and hand-written notes to all Roundup donors. They are ready to be mailed.
  - ⊖ **2023 event date** – Tim Breidenbach reported that April 15<sup>th</sup> and 22<sup>nd</sup> are currently “on hold” for the 2023 Roundup at the DoubleTree. Tim asked all board members to look at school calendars, West Fargo / Fargo community events calendars, etc. and come to the September meeting with suggested dates for the 2023 Roundup before we finalize the date.

### Monthly Reports:

- **Financial Report:** (Julie Koppelman, Treasurer) Julie Koppelman reviewed current financials. Bank balance will be approximately \$52,000 after the concession income check is received. Julie also reported that she looked into using Venmo for concessions, membership, etc. It isn't feasible to use Venmo, since the account must be tied to an individual not a business account. Nick Hillman motioned, Michelle Angus seconded to approve the Treasurer's report.
- **Activities Director Report:** (Cory Herrmann, AD) Cory reported that the concrete project at the football stadium is almost complete, just waiting for fence. Today was the first official day of fall sports practices. Some potential upcoming projects that the Boosters could think about helping the school with are turf for baseball and softball fields, bleachers at the football stadium, new scoreboard for basketball courts with potential for corporate sponsors, and purchasing the NDSU bubble that is for sale.
- **Communication:** (Nick Hillman) – No report.
- **Concessions Report:** (Tim Breidenbach) – Tim introduced Alison Chesser to the board. Alison was hired for the Concessions Coordinator position. Erin Mauriello and Alison met and discussed concessions processes and will continue to communicate any needs.
- **Corporate Sponsorship:** (Larry Schwab) Larry reported that he and other committee members met and talked about updating corporate sponsor contracts and ways to administer the process. Larry is looking at using Docusign software to help with getting signed contracts returned. Ideas and plans for revising the corporate sponsorship program were also discussed at the committee meeting.
- **Membership:** (Michelle Angus) Michelle reported that there are 70 new/renewed memberships to date. The membership committee will be sending a letter along with the Boosters decals that includes dates for events and details about Boosters past funding requests fulfilled.
- **Spirit:** (Ashley Hogness) Ashley talked about some possible spirit items to purchase. Nick Killoran motioned for the Boosters to give Ashley \$3,000 to purchase some items to start the school year, Jodi Tollefson seconded. An idea to purchase something for all Boosters members was also discussed. Ashley will get bids for yard signs, to be given to all Boosters members to help advertise the Boosters club.

### New Business:

- **Western State Bank donation contract:** The contract for Western State Bank's points donation for the 2022-23 school year has been renewed and signed.
- **Counselor Petty Cash Fund:** Discussion tabled to September meeting.
- **Request of Funds:**
  1. Volleyball - \$300 for year-end banquet – Amount requested for the year-end banquet is higher than the Boosters' guidelines for funding banquets. The Boosters provide \$150 for banquets for activities with 45 participants. Funding requests are only accepted from the coach/advisor of an activity, to ensure they are aware of it. This request was submitted by a volleyball parent. The coach/advisor submission requirement will be waived for this request only, as it is for a recurring funding request that the coach will already be aware of. Nick Hillman motioned to approve the banquet funding request at the correct amount according to Boosters guidelines (\$150), seconded by Tammy Valvo.

2. Volleyball - \$1,500 for FatHeads and yard signs for players -
  3. Volleyball - \$1,700 for various team-building and recognition activities –
- Both of these funding requests were also submitted by a volleyball parent, so not within Boosters guidelines of requiring a coach/advisor to submit funding requests. Both requests are also for items / events that the Boosters have not historically funded (meals for away games, fire-up bags, decorations, senior night recognition and banner, gifts, FatHeads, yard signs). These types of items and activities are typically funded by parent groups or through the activities' fundraising efforts. Dawn Carr motioned to deny both funding requests, seconded by Marisha Lunde. Nick Killoran was opposed to the denial of both requests. Tim Briendenbach will follow-up with the parent who submitted all three requests and the volleyball coach to discuss the process and requirements of submitting funding requests to the Boosters.

**Other Items:** none

**Next Meeting Date:** September 12, 2022 6:00 pm @ SHS Multipurpose Room.

Meeting adjourned at 8:14pm. Motion made to adjourn by Nick Hillman, seconded by Tammy Valvo.