

MHS TRACK/XC BOOSTER CLUB

General Meeting Minutes

April 21, 2009

I. Call to order

Jim Jones, President called to order the board meeting of the **MHSTXC Booster Club** at **6:10 p.m.** on **April 21, 2009** in **Portable 6**.

II. Attendees

The following persons were present: Michelle Carlson, Jim Jones, Georgia Miller, John Rabushka, Dryden Rannefeld-May, Linda Steel, Scott Telfer and Coach Roberts

III. Approval of minutes from last meeting

All Booster Club minutes are posted on the club website. After a brief overview the March 9, 2009 minutes were approved as read.

IV. Open issues

a) **Treasure's Report** – Here is a brief summary for March – April 9, 2009

Total Revenue	\$10,289.13
Total Expense	<u>\$ 2,903.90</u>
Cash Balance	\$ 7,385.23

- A detailed copy of the current financial report is attached to these minutes.
- The Junior High District Meet and the Mav Relays were our only two fundraisers to date. There is approximately \$600 in outstanding expenses from Mav Relays.
- After discussion, there was an approved motion to “Transfer 25% of the current booster clubs’ checking balance (approx. \$1,850) to the clubs’ savings account. In the future, 25% of any monthly net income is to be transferred to the club savings account.”
- Discussion of the need to purchase a bookkeeping software to maintain club financial records and will be passed on to future club treasurers. Dryden will research various programs for ease of use before making a purchase.
- Also a need for a club member, who is a CPA, to provide some assistance with tax returns, etc. for club.

V. Old business

a) **Banquet Committee** – Linda Steel is organizing the banquet. Will continue in new business with details of this year’s event.

- b) **Junior High District Meet** – Successful first year running the concession stand and selling event t-shirts. Sold out of all items. Coach Roberts has reserved this fundraising for our club for next year.
- c) **Mav Relays** - This year was one of the largest for participation of athletes. Booster club ran a successful concession stand. Official starters were very appreciative that they were each paid \$125 the night of the event. T-Shirt sales were down as well as the second location for drink sales at entrance gate. There was discussion of marketing those sales differently with a change in location or signage in future years. There was also discussion of presales online for logo wear at future events. Coach Roberts also expressed a need for porta-potties and/or the hiring of district custodians (at about \$25/hr.) to assist with bathrooms during the event.
- d) **Pizza Lady** – Earned about \$250 at each of the events for a total of \$500. Since there is no cost incurred by the club, it was agreed that we should consider using future events, such as the XC Invitational in the fall.

VI. New business

- a) **Spring Track banquet** – Monday, May 18th at 6:30 p.m. in the MHS Cafeteria. Casual dress, potluck meal.
 - Linda S. will post invites on the school Mav Mail, booster club website and email reminders to the student and parent emails we have on record.
 - Papergoods, decorations and drinks will be provided by booster club.
 - Linda will need help setting up and decorating at 4 PM. Please meet in the cafeteria to help.
 - Total of 16 awards given (eight each to boys & girls team). Booster club will provide medals of participation to each student. Coach Roberts has ordered trophies and is creating on the track memory booklet to be presented to each student.
 - Discussion to present an award of appreciation for donations to Mav Relays by Bush's Chicken to manager, Mark Smith.
 - Leftover t-shirts will be sold for \$5 to parents at the banquet. (Many use shirts for quilting projects.)
 - Agreed that cross country banquet will be set up in a similar manner as track with equal awards presented at both events.
 - Discussion, in future years,
 - establishing a scholarship fund.
 - provide a motivational speaker at the banquet.
 - Silent auction items (such as a t-shirt quilt) to raise funds for booster club.
- b) **Booster Website** –
 - Jim Jones noted that he paid about \$100 out of pocket to purchase the domain name for the club website, which will need to be renewed in February 2010. Renewal fee should be included on future budgets. There was discussion for the need of a volunteer to assist and eventually take over the webmaster duties that Jim has been performing.

- Jim will setup features on website to collect payment for a variety of items by credit card. Can be used for membership, merchandise, entry fees, etc. Will be linked directly to bank account.
 - Discussion to collect “membership” directory information and post online with payments. Have a check box defaulted to “No”, so a family can choose if they want information published or not on the website.
- c) **New Officers for 2009-2010**
- After discussion, and with no additional nominations for officers, it was voted that current officers are elected and will serve the 2009-10 school year.
 - Will post information on website to begin process of finding members willing to serve as chairs and co-chairs of several committee positions. (Concessions, Mav Invitational, Mav Relay, Membership, Nominating, Audit, etc.)

VII. Adjournment

Jim Jones adjourned the meeting at **7:35 p.m.**

Minutes submitted by: Georgia Miller, Secretary

Minutes approved by: [Name]

**McNeil High School Track & XC Booster Club
Treasurer's Report
As of April 9, 2009**

Total Revenue for March thru April 9, 2009	\$10,289.13
Total Expense for March thru April 9, 2009	<u>\$ 2,903.90</u>
Cash Balance as of April 9, 2009	\$ 7,385.23

ADDITIONAL TREASURERS REPORTS

April 9, 2009 P&L

Summary of Revenues

Concession Sales	\$6,625.52
Membership Dues	60.00
Donations	0.00
T Shirt Sales	352.00
Other Income	<u>990.00</u>
TOTAL REVENUE	<u>\$8,027.52</u>

Summary of Expenditures

Concession Supplies	\$1,632.98
Meet Officials	\$250.00
T shirts	<u>\$599.50</u>
TOTAL EXPENDITURES	\$2,482.48

NET INCOME \$5,545.04

March 2009 P&L

Summary of Revenues

Concession Sales	\$830.61
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Membership Dues		440.00
Donations		115.00
T Shirt Sales		876.00
Other Income		0.00
	TOTAL REVENUE	<u>\$2,261.61</u>

Summary of Expenditures

Concession Supplies		<u>\$421.42</u>
	TOTAL EXPENDITURES	\$421.42
	NET INCOME	<u><u>\$1,840.19</u></u>