

## **Booster Club Meeting Minutes Tuesday, June 3, 2008**

Trina Becker, President, called the meeting to order at 7:05pm. Those present included: Erik Smith, Rose Weber, Pam Schares, Bobbie Schares, Trudy Breitbach, Vickie Thome, Kim Rottinghaus, Chuck Phillips, Dean Youngblut, Karen Breitbach, Dawn McMahon, Trina Becker, and Jean Etringer.

Following prayer, the minutes from the May meeting were reviewed and approved by Vickie Thome, seconded by Chuck Phillips.

The new DB Football coach, Dean Youngblut, was introduced and welcomed.

### **Committee Reports**

1. Finance
  - a. Scrap Metal Drive – profit was \$11,662 so far.
    - i. Thank you notes need to be sent out.
    - ii. One dumpster is still at B&B in Jesup.
  - b. Ball Diamonds – current total expenses are @ \$11,300 to date. We also received a \$200 donation from Bill Carlson.
  - c. New server – we paid \$2,000 to contribute to the new server needed at school. Since this is used by the AD, the BC decided to contribute to this expense.
  - d. Merchandise – Profit YTD is @ \$13,250.
  - e. Sidewalk painting with DB logo – two are done and several more to do in next week or so. Charge is \$30. We will have some expenses coming for this project (paint, etc.). Thank you to John Lamos for making the DB stencil (send thank you).
  - f. Concessions – Dawn looked in the profit YTD from this year vs. last year and determined that it was down by @ \$3,000 from winter sports and \$1,000 from summer sports. This could be due to the number of games LY and games away vs. home.
  - g. Money Market acct – currently have @ \$27,000 there and will not move that money since we are planning to purchase a new vehicle for the school.
2. Concessions
  - a. Nacho machine died and it's out of warranty. New one is @ \$100 and we can get it within a week. Chuck Phillips made the motion to approve spending \$100 for a new one, seconded by Trina Becker.
    - i. Erik will purchase the new machine and then charge it to the school credit card and bill the BC.
  - b. Concessions remodel – Trina will contact Jason Huff to find out if they can still do this at any time this year.
3. Merchandise/Apparel
  - a. Track, SB, and BB shirts are all in and distributed.
  - b. Profit YTD @ \$13,500.
  - c. Working on tanks and t-shirts for the DB Softball Invitational.
  - d. Posters – BB done, will get SB done soon.
4. Fundraising
  - a. Scrap Metal Drive – Chuck Phillips reported our final profit is @ \$11,662 (this includes a few cars that were donated also).

### **Old Business**

1. Vehicle – we cannot have a 10-15 passenger van, archdiocese insurance policy does not allow it. 8 people vehicle max is allowed. May need to consider a Suburban. Erik will talk to Tom Youngblut about this and get back to us. We may need to increase the budget we gave Tom to work with (\$20,000 budgeted at past meeting).
2. Lights for Diamonds – the school board gave us prior approval to set aside money for this project without any direct fundraising efforts. We currently have \$15,000 set aside for this now.

Discussion included when do we want to complete this? How much money per year should we set aside? The current estimate is @ \$100,000 for both SB and BB lights, sharing some poles. We need to determine our approximate income and expenses for each year (based on past year's information) and then determine what we can realistically set aside each year and then put that amount in the budget for a set number of years with a goal in mind to complete this project in the year xxxx. Dawn will do a three year average review of projects with income generated from each. We can then estimate the amount of revenue we have for the year and estimate the amount of money we have spent each year in the past to determine what we can set aside for this project going forward. We will review all this at the August planning session. Another option is to set aside a specific fundraiser event/project to go specifically to the lights project each year.

3. Letters to coaches – Trina sent out the letter to ALL coaches and activity directors on 5/23/08. This letter explains how we operate and when we need their requests for the next school year. All requests are due to the BC by August 1<sup>st</sup> so we have that information for our August planning meeting to set up budgets for next year. We'd also like to have all sports and activities represented by someone at each BC meeting.

4. Guidelines for state expenses – State wrestling tournament expenses cost us @ \$1,000/wrestler this year (12 wrestlers attended this year). Discussion about setting guidelines for all state tournaments on what is an acceptable expense, etc. Need to check into taking a bus vs. renting vehicles; review number of students per room and total number of rooms. Expenses need to be approved beforehand. Erik and Trina will review and write up some guidelines. The state sets up some guidelines for each school to supply kids with money per student for food, etc.

#### **New Business**

Softball Tournament – Pam Schares is working on concessions plans. Sue Weber has the schedule of workers.

Softball team parking – Discussion about complaints from the community when the SB girls park their cars at the ball diamonds and there is a boys baseball game (IBL or otherwise) and no parking for those spectators. Jane needs to inform the girls that they should all park at the school plaza.

Erik will check into any expenses that are paid by the school that could be BC expenses.

NEXT MEETING: WEDNESDAY, AUGUST 6, 2008 AT 7:00 PM.

Respectfully submitted by:  
Kim Rottinghaus, Secretary

#### **ACTION ITEMS:**

- Kim Rottinghaus – send thank you cards to those who helped with Scrap Metal Drive; also John Lamos.
- Erik Smith – purchase nacho machine for concessions.
- Trina Becker – contact Jason Huff regarding indoor concessions remodel.
- Erik Smith – contact Tom Youngblut regarding vehicle specifics.
- Dawn McMahon – do yearly analysis of income by project and total expenses by category for the past three years to be able to determine an average net profit for the year that we can set aside for lights – **DEADLINE IS AUGUST 1<sup>ST</sup> FOR THE AUGUST PLANNING MTG.**
- Erik Smith and Trina Becker – write up first draft of state tournament expense reimbursement guidelines.
- Erik Smith – check on any expenses paid by the school that could be BC related expenses. Ask Leta for input.

#### **OLD ACTION ITEMS – follow up on these?**

- Jammi, Trina, Jane – work on finalizing project for fencing at softball diamond.
- Dawn McMahon – get Sam's Club membership card for BC.