

Booster Club Meeting Minutes
Wednesday, December 5, 2007

Trina Becker, President, called the meeting to order at 7pm. Those present included: Trina Becker, Jammi Welter, Sue Weber, Dawn McMahon, Chuck Phillips, Corey Carlson, Matt O'Loughlin, Jean Etringer, Trudy Breitbart, Bobbie Schares, Pam Schares, Connie Mangrich, Vickie Thome, and Kim Rottinghaus.

Following prayer, the minutes from the November meeting were reviewed and approved by Jammi Welter, seconded by Sue Weber.

Committee Reports

1. Finance

- a. We received a thank you for Gerald & Rosemary Delagardelle regarding the ball diamond improvements and all the work put into them by the coach (Corey Carlson) and how beautiful they look.
- b. Raffle – profit was down from 2006. Raffle net profit in 2006 was @ \$17,515 and this year is currently at @ \$14,327 and we still need to pay the gambling tax which is @ \$1300-1500. So our net profit this year will be @ \$12,800-13,000. There are a couple checks that were sent back as donations and some late mailings that need to be deposited yet. Final numbers next month. A list of the raffle winners was distributed and will be posted on the school's website.
- c. Raffle – notes for next year: put the school address on the raffle tickets so they know where to send them; we will use Bobbie Schares' company – Emdeon – to print tickets and envelopes and prepare for mailing then have Ken Thoma complete the bulk mailing from the Gilbertville Post Office. Mailing from Gilbertville saves us money.
- d. Final costs for concession stand remodel at ball diamonds is @ \$8700. And costs to date for the ball diamond improvements is @ \$3200.
- e. Discussed the "Arch Dub Ball Diamond Lights" line item under Assets on the Net Worth Report – this is money we have set aside for the future ball diamond lights. The Booster Club was given permission by the school board in 2006 to include this as a long term project for the Booster Club as long as we did not go out and solicit funds or hold a fundraiser specifically for this project. So our plan is to continue to set aside money each year to fund this project, the amount will vary. Other issues pertaining to this project will be addressed once we are closer to implementing this project.

2. Concessions

- a. Jean Etringer is managing the concessions for this winter along with Jammi Welter and Tami Ferch.
- b. Discussed the Dec. 15th JV boys basketball tournament that is on the concession stand workers schedule but not on the other printed schedules. This tournament is at DB and once we know the exact number of teams participating, final details regarding the concession stand will follow.

3. Merchandise/Apparel

- a. Basketball, wrestling and generic orders are in with over 500 items sold. These will be distributed Dec. 11th and should profit @ \$5000.
- b. Bobbie and Vickie are planning to sell the miscellaneous items in the BC cupboard sometime to "clearance them out" and clean out the left over items.
- c. Posters are done for basketball and wrestling and can be purchased for \$1.00.
- d. Window decals should be done around Dec. 17th and will sell for \$2.00.

4. Fundraising

- a. Cookie Dough Sale – exact profit is yet to be determined as we had some late orders placed but it should be comparable to last year even though we sold less tubs of dough, we made more profit per tub. Pickup cookie dough on Tues, Dec. 18th.

Old Business

Update on Projects

1. Concession Stand
 - a. Overhead Door installed the new doors. Huff Construction is still busy. Trina will contact Jason Huff to discuss project and find out what info they need before drawing up a plan and to let them know that we will make it work for them to start this project at any time.
2. Baseball Diamond
 - a. Lime is there and the rest of the work will be finished in the spring. Corey will contact Doug Reiter about working on the dugouts.

New Business

1. Marching Band Uniforms
 - a. Bob Thurman and Mr. Mikita contacted Trina regarding the need to purchase new marching band uniforms. Initial information suggests that this would cost @ \$25,000. The current uniforms are @ 15 years old and were purchased used. They mentioned that the current band does not wear these very often because they look so bad. We all agreed that this is a project for the BC to check into further and figure out what we can do. Trina is going to get back to them to find out more information such as: can this be done next year or at least over the course of a couple years or not? How many do they need? Do they have a couple estimates? And where do we get these? Trina will get these questions to them and ask them to attend the January meeting to discuss further.
 - b. Discussion – should we establish a band uniform budget as is done for various sports and cheerleaders? General consensus was yes and will be discussed further in the future.
 - c. Discussion continued on the appropriate steps to take for large projects requested of the Booster Club. We will publish this information so that everyone knows how to proceed with these requests:
 - i. In the beginning of each year, the BC asks all coaches and activity directors to plan for the upcoming year (this is usually done in Aug or Sept) so we can plan our budget and determine what projects to work on for the year.
 - ii. Anyone with requests should submit those requests in writing along with all the details in August so we have the information to review at our planning meeting. These must include est. costs for budget purposes. Requests made without information and costs can not be considered.
 - iii. By Sept or Oct the BC determines the projects we want to proceed with for the upcoming year and we take that information to the school board for approval. Upon approval, we proceed with our budget for the year and begin implementing these projects.
 - iv. Coaches and activity directors should understand that when large projects are brought to our attention in the middle of the year, our funds are already spoken for based on the projects approved in Sept/Oct. We will always consider anything that is brought to the BC, however, based on budgets - projects requested mid-year may have to be put on hold until next year when we do budgets again.
 - v. The Booster Club is a fund-raising organization for all sports and extra-curricular activities at Don Bosco. The club is responsible for long term planning, goal setting, and implementation of programs and policies to ensure extra-curricular activities have sufficient funds to be able to compete at a competitive level. We have to plan ahead and budget our funds in order to be efficient and effective.
2. Concessions for VB Tournament in March 2008

- a. Diane Delagardelle is not planning to manage the concessions for this year's tournament so we need to find someone who will coordinate this for us. Diane has all the notes and details on what needs to be done, what to buy and how much, etc.
 - b. Kim will put a notice in the bulletin asking for volunteers to do this.
 - c. We have 60 teams signed up for this already and Trina will get court mgrs.
3. Clothing for VB Tournament
 - a. We are considering a new company to produce and sell the shirts and mdse for this tournament. Last year the company from DM (Image Sport) set up, sold the mdse, and then wrote us a check for the profit. Last year we got 25% of the sales of event shirts and 15% of the sales of other mdse. They sent us a check after the tournament for \$791.18 and we don't have to do any of the work. This year we are considering a new company who would do the same AND also do custom printing on the spot for anyone who needs it. This means customers have choices if they want their name on the shirt, down the sleeve, etc. Trina will get more details on the profit percentage and we will discuss further at the Jan meeting.
4. Little Kids Wrestling Tournament in January 2008
 - a. This tournament is January 26, 2008 at DB for K-8. The concessions are run by the BC who keeps the proceeds and the tournament entry fees go to the wrestling club. Jammi Welter has run these concessions in the past and will do so again this year.
5. Coaches Gifts
 - a. We will get a list from Erik Smith and purchase \$25 SCRIP gift certificates for all coaches and activity directors.
6. Website – directions to other schools
 - a. Connie Mangrich reported that the directions to schools within our conference are done. The rest of the schools will be completed after the first of the year.
 - b. Kim will note this information in the bulletins and school newsletters.

Meeting was adjourned at 8:00 p.m.

The next meeting will be January 2, 2008 at 7pm in the DB library.

Respectfully submitted by:

Kim Rottinghaus, Secretary