

FHS Booster Club Meeting Minutes

September 16th, 2024

President- Hannah Horne

Vice President- Christina Sias (voted in this meeting)

Sponsorship - Ashley Cook

Secretary- Kim Allred

Treasurer- Shane Gebbs

Public Relations- Melissa and Brian Howell

Concessions Managers- Victoria Martinez, Natalie Olson, Cassie Norwood

Meeting started at 6:11pm

Secretary's Report - Kim Allred

- Natalie moved to approve them, Christina seconded them

Treasurer's Report – Shane Gebbs (Attached. See bottom of document)

- Some fundraising happening
- There were some large concession expenditures that we will recoup soon
- Victoria motioned to approve the budget, and Brian seconded it

Sponsorship Report – Ashley Cook

- Booster T-shirts are here
- We have some new sponsorships in addition to the ones mentioned on the T-shirts. Ashley is confirming that all the banners that are up have been renewed.
- The fall sports calendar is in the process. Should we use a different printer?
 - We should use one of our sponsors to print them if possible.
 - The music and art departments are excited to have calendars too
 - Chris Tone is willing to take pictures of the art students being highlighted in the calendars. We can use the music banners for their calendars.
 - We will do a write up about each student highlighted so that people know why we chose those students

Concessions Update

- They made over \$4000.00 at the Homecoming Game
- Customers like the changes we've made in the concessions
- Make sure that we get the same number of buns as hamburgers
- We cooked five boxes of hamburgers at Homecoming.
- There needs to be some clarification of the relationship between broadcasting and Booster Club in regards to concessions. Our understanding is that broadcasting advertises us at the game, and they receive free concessions like the volunteers that night. When the agreement was made years ago, there was not a written agreement made, just a verbal one. We all agreed that we will write a new clarification contract every year. Hannah, the concessions managers, and Ashley will write the contract together. We will vote on this year's written contract via email.
- The hamburgers and pretzels are selling well.
- We received feedback from the workers:
 - People were cutting in line. Do we need to monitor the line?
 - Students were coming to the side door and asking friends who are working for free food. The concessions managers have told the volunteers that that is not allowed. The adults present may have to manage that.
 - Should we barricade the side door area? Could we ask Ty or the police present for help in this?
 - Should we remind the volunteers of the concession rules on the sign in sheet they sign? Remind them that they can have one drink, one hot item, and one cold item that night.
 - Could we have a student line and a family line? Or maybe a cash only line? Would that expedite the line?
 - We like the new payment system and how efficient it is.
 - Brian thinks that we need to clean the grill more often in the game, and he wants a light above the grill.
 - We might need to remind the coaches/teachers that adults need to be present to help students work concessions.
 - Can we reconfigure the line on the southside of the building so that it has a better flow? Hannah will talk to Dr. Fox.

President Update:

- Hannah finished up the paperwork for Booster Club, including taxes and insurance.
- We all need to pay \$10 and attend three meetings in order to vote and be a member of the Booster Club.
- According to the bylaws, community members can be a member of Booster Club
- We can amend the bylaws at any time
- If people order online, the money goes directly into our bank account through Square
- We think Garret runs our website. We'd like to revamp it. Shane would be willing to help.
- We all agree that \$10 is a good membership fee
- There are only five requests for seasonal grants so far. Hannah has been contacted by cheerleading for help as well.
 - We have a \$1000.00 cap per organization, and the money needs to be a long term investment, not a one time use expense

Homecoming:

- Hannah got a discounted price on pizza from Papa Johns as long as Mr. Slice came to the game. We paid \$550 for 65 large pizzas. We also got a \$200 donation for the price of pizza, so we only paid \$350. Pizza was liked better than the hotdogs. Mr. Slice was well liked. Papa Johns also gave us a fundraiser in their package. We didn't do prizes or tickets. We did a swag table instead. We won't give out glow sticks next year. Every other swag item went quickly. Face painting was well liked. We did not do large inflatables this year and saved money as a result.

Community Inquiry:

- A community member asked why we don't do a Trunk or Treat Street? Dr. Fox is willing to do it if we want to. The clubs and sports teams would decorate their trunks. Booster could provide the candy, or we could also ask for candy donations from parents in the office or at our sponsor's offices. Could we incentivize the students to participate? If we want to do it, Hannah will contact Student Council and NHS to see if Friday, October 18th or Saturday, October 19th would be a date we could run it. We may have to wait until next year to have time to plan it.

Pink-Out Shirts:

- Shirts are in, we are setting up the online order into our Square account. We are having signups for selling. We are involving the student council, and are selling them at lunches. Should we do cash only again? Booster members can buy one for \$12. We're selling them for \$20. We spent \$5,602.50

Open Floor:

- Can we make our meetings shorter and more efficient? We'd like to try and keep them to an hour.

Meeting Closed at 7:56pm

Next Meeting October 21st at 6:00pm

Frederick High School Booster Club FY 2024
Treasurer's Report
08/01/2024 - 08/31/2024

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Banners	\$2,000.00	-	\$2,000.00	\$22,000.00	-\$20,000.00
Concessions	\$3,321.61	\$6,748.53	-\$3,426.92	\$27,000.00	-\$30,426.92
Program Donations	\$1,800.00	-	\$1,800.00	\$2,200.00	-\$400.00
Fundraising Totals	\$7,121.61	-\$6,748.53	\$373.08	\$51,200.00	-\$50,826.92
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
After Prom					
Food	-	-	-	-\$5,000.00	\$5,000.00
Prizes	-	-	-	-\$7,000.00	\$7,000.00
Rentals	-	-	-	-\$3,000.00	\$3,000.00
After Prom Totals	-	-	-	-\$15,000.00	\$15,000.00
Senior BBQ	-	-	-	-\$2,000.00	\$2,000.00
Homecoming	-	-	-	-\$1,200.00	\$1,200.00
End of Season Banquet	-	-	-	-\$150.00	\$150.00
Teacher Appreciation	-	-	-	-\$1,000.00	\$1,000.00
Events Totals	-	-	-	-\$19,350.00	\$19,350.00

Grants and Scholarships	Income	Expenses	Year to Date	Net Budget	More/-Less
Club and Sports Grants					
Undefined Grants	-	-	-	-\$8,000.00	\$8,000.00
Club and Sports Grants Totals	-	-	-	-\$8,000.00	\$8,000.00
Concession Grants					
Undefined Concession Grants	-	-	-	-\$15,000.00	\$15,000.00
Concession Grants Totals	-	-	-	-\$15,000.00	\$15,000.00
Scholarships					
Senior Scholarships	-	-	-	-\$6,000.00	\$6,000.00
Scholarships Totals	-	-	-	-\$6,000.00	\$6,000.00
Grants and Scholarships Totals	-	-	-	-\$29,000.00	\$29,000.00

School Spirit	Income	Expenses	Year to Date	Net Budget	More/-Less
Calendars	-	-	-	-\$250.00	\$250.00
Spirit T-shirts	-	-	-	-\$1,000.00	\$1,000.00
Senior Celebrations	-	-	-	-\$2,000.00	\$2,000.00
Cookies	-	-	-	-\$300.00	\$300.00
School Spirit Totals	-	-	-	-\$3,550.00	\$3,550.00

Operation Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting/Taxes	-	-	-	-\$350.00	\$350.00
Software	-	-	-	-\$250.00	\$250.00

Operation Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Office Supplies	-	-	-	-\$200.00	\$200.00
Postage	-	-	-	-\$200.00	\$200.00
Fees	\$14.00	\$14.00	-	-	-
Insurance	-	\$590.00	-\$590.00	-\$500.00	-\$90.00
Operation Expenses Totals	\$14.00	-\$604.00	-\$590.00	-\$1,500.00	\$910.00

Money Market Account	Income	Expenses	Year to Date	Net Budget	More/-Less
<u>Interest</u>	\$0.54	-	\$0.54	\$10.00	-\$9.46
Money Market Account Totals	\$0.54	-	\$0.54	\$10.00	-\$9.46

Grand Totals					
	\$7,136.15	-\$7,352.53	-\$216.38	-\$2,190.00	\$1,973.62

Bank Account Balances	08/01/2024	08/31/2024	Last reconciled	Summary for the Period	
<u>TBK Checking</u>	\$38,036.24	\$37,819.32	<u>08/30/2024</u>	Starting Total	\$51,097.70
<u>TBK Money Market</u>	\$13,061.46	\$13,062.00	<u>08/30/2024</u>	<u>Income</u>	<u>\$7,136.15</u>
Totals	\$51,097.70	\$50,881.32		<u>Expenses</u>	<u>-\$7,352.53</u>
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$50,881.32

Submitted by:

Name: _____ Signature: _____ Date: _____