



Meeting Minutes

Date: 9/13/2017

Present: Craig Klasic, Lori Alvarez, Steve Bastianelli, Kristy Anthony, Leigh Ann Burke, Jason Moshier, Lisa Kwan, Lori Ewing, Lisa Browne, Lynne Van Peet, Kim Trout, Suzayn Mooney

1. Minutes from last meeting: no proposed changes.

2. Budget/Treasurer's Report: 14,149.30. Balance including sub-accounts: \$16,097.85.

- Our last payment on the weight room equipment is due in October.
- We need new account signatories. We have not been valid since 2010. Lori Alvarez has written a letter for Craig to submit to the bank to make sure everything is current going forward. The new signatories on the account will be: Craig Klasic, Steve Bastianelli, Kristy Anthony and Lori Alvarez.

3. Old Business:

A. Fundraising:

- Horsey Foundation: Fall sports need to sell tickets asap. It's a great way for teams to make money. Tickets sell for 1 for \$20 and the team makes \$15 or 3 for \$50 and the team makes \$37.50. The remaining money is a return on investment a year later to the General Account. All unsold tickets must be turned back in. Craig will send a PDF to all liaisons so they have a flyer to hand out to their kids. Upcoming events to promote this fundraiser are Dragon Boat Sunday 9/17 and Wings and Wheels October 10th. Money will be divided evenly to the sub teams that volunteer these events. Horsey Foundation requires that we volunteer for one of their events each year. Jason and Craig will be working the Cruising event in OC on 10/7. Anyone else that would like to volunteer, please contact Craig.
- Buy-A-Brick Program - We have \$500 in holding account. We have not advertised this too much because we have a lot of other things going on. We will have a sample brick in the Nest and will try to get one for the gym concessions.

Hope that once the first bricks are laid, the program will start to take off. Bricks are \$100 for small and \$200 for large.

- Mums: Pick up will be on Sept 22 from 3-6 at the school. Volunteers: Kristy Anthony, Lisa Kwan, Lori Alvarez and Craig Klasic. Lori is working with Debbie Fees to prepare the vouchers to be sent home. Craig will handle the pick up at Crossfit Lewes.
- Gift Card/Holiday Green: Lori Alvarez will handle the Gift Card fundraiser but will need volunteers to sort them once they come in and help with distribution. Jason will handle the Holiday Greens and Gina has offered to help with this. This is a new fundraiser and is done completely online.
- Reminder: All team fundraisers must be pre approved. The primary reason for this is that all money is going through our bank account. The form has been sent to all coaches and liaisons. SB officers will approve requests.

B. Concessions:

- The Nest is open. You CANNOT prepare food inside the Nest; however, you may sell pre prepared food. There is a grill in the Nest that you can pull outside to prepare food and bring it inside to sell. Lisa Kwan has donated a Keurig coffee maker and we will get coffee and hot chocolate pods. It is up to each individual team to decide what you will prepare and sell. SB is providing chips, cookies, and drinks.
- Cross country is more than welcome to start selling concessions. You can set up table or tent or use the Nest.
- We will raise the money box to \$100 each to cover the cost of pizza.
- Need a laminated card in front of the warmer with directions and a card on the door to ensure the warmer has been turned off.
- Need to build a Sign Up Genie for Field Hockey.
- Need totes in the Nest for open food, i.e. candy bars, chips, etc.
- Procedure Book for Concession: We are in the process of putting together a book of procedures for opening/closing, pizza order, money handling, etc
- Needs for the Nest: Stand up sign, gloves, procedures
- Gym concessions: there is a new fridge with lock so we don't have to pull in and out of the closet. In the lock box will be two keys one for the fridge and one for the closet.
- Charity sales for hurricane victims - A class has asked if they can sell baked goods at the concession stand for hurricane victims. This was voted ok but we need a procedure from the class before they move forward.

C. Liaison Report: No report from soccer, volleyball or cross country. Field Hockey will be doing a fundraiser at Dragon Boats with kids games

D. Middle School Dance: Kristy will chair this fundraiser. Need parent volunteers for food, chaperone, decor and we need a DJ. This will be a fall theme. Date October 27.

4. New Business:

- Sponsorship: We are looking to sell ad sponsorship on the website and gym. We do not like the idea of field banners since the fields look so nice; however, we might be able to get metal or aluminum signs for the nest. Proposed price: \$600 for first year, \$500 for second year and \$400 for third if you make a 3 year commitment. This includes a space inside the program that Steve does for each game. Steve will find out how much we pay for each web page.
- Charging for admission: Not a sports booster decision.
- Team Pictures: High School team pictures will be replaced by a seasonal program. We will print 3 programs a year: one for fall sports, winter and spring sports. We will still use Hillside for Middle School Team pictures. Coast to Coast Printing will print the programs for under \$3/book and we can sell for \$5-10. Programs will have team and individual pictures, schedule, roster and ads. Cape sells ads for just their football program. Their pricing is: \$160/full page and \$80 for ½ page and parent messages are \$80 full page and \$50 for ½ page.
- Apparel: PTO used to do the sports apparel. They have decided to do only rugby, jackets and dry fit. Therefore each team can make the decision to order their own apparel. Volleyball has teamed up with Locomotive in Rehoboth and will share what they have done if anyone is interested. Otherwise, you can contact Locomotive directly.

The meeting was held from 6pm-8:00pm.

The next meeting is scheduled for Wednesday, October 18th at 6pm. The meetings are held in the Weight Room. Please park in the back of the school and enter the gymnasium doors (then make a left and the weight room is on the left). All are welcome.

Questions/comments: sussexacademysportsboosters@gmail.com