



Meeting Minutes

Date: 7/31/2018

Present: Craig Klasic, Steve Bastianelli, Kristy Anthony, Lori Alvarez, Jason Moshier, Lori Ewing, Carly Miller, Lori Schell, Betsy Kischner, Suzanne Mooney, Leah Anne Burke, Josette Castiglione

1. Minutes from last meeting: No proposed changes.

2. Budget/Treasurer's Report: Balance including sub-accounts: \$ 22,923.91

Balance excluding sub-accounts: \$14,291.56

- 501C3 Status Update: Lori Alvarez has submitted all paperwork. This process can take over 6 months.
- Did the donation check for the volleyball Dig Pink event go out? Lori A. will double check but is pretty sure it did. We need to make sure at least 50% of proceeds go to the cause.
- Who pays for the brick installation? The first round of bricks will be laid somewhere else and not paid for by boosters.

3. Old Business:

- Recap/Process Improvement Ideas
 - Sports Programs - Need to create committee to sell ads and increase profits. Try to work with yearbook student club to get team and individual pictures to take off of Steve's plate. Each team will be assigned a certain number of programs per player. We need strict cut off dates for both ads and delivery. Start selling ad space now and write something up about all profits go towards the scholarship fund. First year scholarship will be for \$1,000 for a female and male athlete. We need to come up with the criteria for the scholarship. 50% of last year profits will go towards the scholarship fund.
 - Buy a Brick -

- Horsey - The Horsey Fundraiser is currently the official approved, primary means for teams to raise funds in their sub account. As part of our support for the Horsey Youth Foundation, we need to maximize participation by our teams. With a goal of maximum participation in mind, we are proposing the following guidelines for teams:
 - Each athlete receives 3 tickets to sell per sport. Expectation is to sell at least one ticket per sport.
 - Coaches support our Horsey efforts by communicating the need to sell one ticket per player.
 - Team liaisons communicate with and distribute tickets to parents
 - Tickets are distributed to teams as soon as they are available via Team Liaisons.
 - Athletes have three weeks to sell their tickets.
 - All sold tickets are returned with cash or check and are marked to indicate if they were sold individually or 3 for \$50.
 - All unsold tickets are returned with the sold tickets as well.
 - No other team fundraisers will be permitted without minimal participation in the Horsey fundraiser (exceptions for those sports who fall between Horsey raffles).
 - Sports Booster will attempt to set up 2 events (Grotto, Wings and Wheels, etc.) that teams can participate in and sell additional tickets (or to help meet their team minimum).
 - Each team should get a laminated flyer as well as flyers for each player to help with the communication on selling these tickets.
 - This year's car is a 2018 Corvette worth \$61,000.
- Concessions - Set up a place at concessions for Buy a Brick, Horsey and Programs. Open up Middle School sports for other sports teams to sell concessions, i.e. MS Boys basketball does not have concessions, so girls tennis can sign up and take the proceeds for their sub account.
- Gift Cards - Scrip program is not just for Christmas anymore. We can possibly do this from Fall to Christmas; however, not all year because PTO is doing a discount card starting in February through spring. This will be tabled until next meeting.
- Holiday Wreaths - Great product so we will sell more. We will use the new website and advertise more this year. We also have several testimonials we can add to the advertisement and start advertising earlier.
- Middle School Sports Pictures - We will continue to do these as a service.
- Middle School Dance (reminder - we are not doing it) - Kristy spoke with Gina and she will try to find someone to take this over.
- PTO Website upgrade update - Can teacher emails be added? This is an Allen question. Gina, Allen and Andrea can make changes. Locomotive will take on all orders for sports apparel. They will put the ordering form together and send to the liaison.

4. New Business:

- Kickoff Picnic - August 15th - for all sports. We will have sign up sheets for committees for the different events throughout the year. Same as last year: burgers, hot dogs, chips, deserts. Set up is at 4:00
- Easter Flowers
- Requesting Funds - We need to implement policy on requesting money or equipment and a policy to determine what is approved. Basic equipment and things Steve's budget doesn't cover. Needs vs Wants.
- New Fundraising Idea from Eric - Useed - He will send contact information to Craig. Feedback from his focus group with students: Homecoming, have a Friday night soccer game with some sort of event like bonfire. He would like to review the dress code for practice and work on creating a policy that does not micromanage this.

The next meeting is scheduled for Tuesday, August, 28th 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