



Meeting Minutes

Date: 8/28/2018

Present: Craig Klasic, Steve Bastianelli, Kristy Anthony, Lori Alvarez, Lori Ewing, Suzanne Mooney, Elizabeth Curry, Nikki Basille, Nicole Lehman

1. Minutes from last meeting: No proposed changes. The meeting minutes will be current on the SA website under the parent tab is a sports booster link.

2. Budget/Treasurer's Report: Balance including sub-accounts: \$ 22,746.72

Balance excluding sub-accounts: \$12,841.92

- 501C3 Status Update: Lori Alvarez has submitted all paperwork. This process can take over 6 months. We are about 5 months in currently.

3. Old Business:

A. Liaisons

- a. Apparel orders due Sept 7th - Official approved apparel is on the PTO website with the order forms. We will add the deadline to the weekly newsletter. New this year....the High School will be allowed to wear this apparel on Fridays
- b. Need to set up Sign Up Genius pages for concessions - teams and middle school - Nikki Basille will set the Sign Up Genius accounts up for all three fall sports. We can take donations of money or food for concessions. First game is 9/6. Kids are allowed to work for community service hours. There should be 2 adults per kid unless one adult is related to the kid.
- c. Cross Country liaison still needed - Elizabeth Curry will take this. Lori Ewing and Kristy Anthony will her contact if she needs help.

B. Fall Mums - We made \$1400 last year and it was pretty easy. Large mums are \$6.25

- a. License obtained - We have obtained the State of Delaware Horticulture license required to sell the mums. We will possibly set up PayPal to sell mums and use for future fundraisers.
 - b. Set dates (last year orders were 9/1 through 9/14 and distribution was 9/22 and 9/23) - This year sale date 9/10 - 9/21 will be and pick up is scheduled for the school on Thursday 9/27 from 3:00-6:00 because 9/28 is a PLC day
- C. Sports Programs - We made \$4800 last year. Money for this goes directly to scholarship for 2 seniors. We are currently working on setting up the criteria for scholarship.
- a. Ad and messages form has been updated. Available online under parent tab. Deadline is 9/17 for both advertisers and parent messages.
 - b. Confirm if past advertisers are going to re-up: Lewis Building Co, County Bank, Mooney are all in for next year. Nicole will reach out to Johnson Ortho and Beacon. Lori E will talk to Lefty's and Craig will talk to Aerna's. Everyone will reach out to companies they know. We need to form a committee for this in the future. Craig will put on FB link and in the weekly newsletter.
 - c. Create schedule for Fall Program - Ad purchases by 9/17...Final Photo 9/20...Layout 10/5
- D. Middle School Pictures - set date - October 1st
- E. Gift Cards and Wreaths - set dates - Wreath Nov 1 -14 all online. Great for client holiday gifts. Gift Card - Sell - 11/16- 12/4; Fulfillment 12/12; Distribution 12/14
- F. Horsey - Issue with 501c3 status fixed, need to distribute tickets. \$20/ticket and \$15 goes to the team sub account. The other \$5 goes to the Horsey investment and we get a check the next year for \$7. So basically we sell the ticket for \$20 and make \$22. We are going to give out 3 tickets per athlete and we are asking them to sell at least one. Tried to set up date at Grotto but they will not do Fri/Sat in the summer. October 6th is Wings and Wheels event at Georgetown airport. Parking is at school. We can set up a booth at the shuttle stop to sell Horsey tickets. We should try to sell at swim championships in July. We can look and see if the date is available next July to have the car. Craig will also check open dates in September if any team wants to do an event.
- G. USEED.org - any updates - Digital Donation Platform. We will schedule the rep to come in next meeting to explain more detail.

4. New Business: Steve suggested that we need a short write up for each fundraiser to make it easier for liaisons to communicate to the teams. We can also send these out on UpActive.

The next meeting is scheduled for Tuesday, September, 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