

**12/09/19 Meeting Minutes**

**5pm – Sussex Academy Weight Room**

**Attendees:**

Nikki Basile, Nicole Lehman, Thad Mcllvaine, Steve Bastianelli, Candace Hickman, Suzayn Mooney, CW Mitchell

**Minutes from last meeting:**

No proposed changes. The meeting minutes will be current on the SA website under the parent tab. You will see a sports boosters link.

**Budget/Treasurer’s Report:**

Balance including sub-accounts: $42,151.09

Balance excluding sub-accounts: $19,578.59

* 501c Status Update – No change
* Deposits and Expenses
  + Questions regarding soccer account balance – Thad/Suzayn to follow up with discussing any discrepancies.
* 2019/2020 Budget Process
  + Nikki still working on putting together format to be utilized moving forward.
  + Retroactive budget being produced for 2019/2020

**Old Business:**

***Liaison Reports***

* Discussed need for Indoor Track, Basketball & Swimming Liaisons – CW to co-liaison with Christine Elling for swimming

***Committee Reports***

* Concessions Committee – Lisa (need winter season concession help)
* Sports Program Committee – Nikki (Still looking for committee member)
* Senior Banner Committee/Senior Night Committee – Nikki (Still looking for committee member)
* General Fundraisers – Mums, Gift Cards, Wreaths – Candace Hickman/ Kris Hagy
* Special Events Committee - Homecoming, Sports Kick Off, End of Year All Sport Banquet – Nikki (Still need committee chair and committee members)

**New Business:**

* Wreath Fundraiser Update - Nikki B.
* Live Now till 12/15
* Current Profit - $476 (As of 12/09)

* Gift Card Fundraiser – Nikki B.
  + Gift Cards delivered 12/11
  + Gift Cards distribution 12/13
  + Profit - $727
* Fundraiser Calendar - Nicole
* Discussed potential fundraising calendar – Some members believe that we need to come up with a different idea. We need to develop a spring fundraiser in order to raise additional funds for general account
* Winter Program – Nikki B
  + Steve working on photos
* Winter Senior Banners – Nikki B.
* Nikki to work on dates for photos
* New Fundraiser & Request Procedures – Nikki
* Reviewed documents to be used to request new fundraisers
* Reviewed documents to be used for communications via email/facebook/weekly update – Nikki is the gatekeeper for these items.
* Nikki to set up a meeting in the new year with Gina, Eric, and Duncun Smith to discuss sports boosters fundraising and allocation of budgets.

**Next meeting date**:

Wed – 1/13 -5:00pm