

Alameda High School Boosters Membership Meeting

Minutes

September 26, 2018

Meeting was called to order at 6:34 p.m.

The following Board Members were in attendance:

Lynne McAdam (Treasurer)	Diane Freeman/Jenn Balaian (Co-Presidents)
Karin Fox/Laurie Slez (Co-Vice Presidents)	Jane Grimaldi (Team Parent Coordinator)

The following teams were in attendance:

Men's Basketball	Cheerleading
Women's Golf	Men's Soccer
Badminton	Women's Water Polo
Softball	Women's Volleyball
Cross Country	Men's Water Polo
Football	

The May 2018 minutes were reviewed. Lynne McAdam requested a change to the minutes. In the President's Report, it was noted that the list of awards approved and denied should be listed in the minutes. Lynne McAdam presented a motion to approve the May minutes with the correction and a second motion by Karin Fox approved the May minutes.

President's Report (Diane Freeman and Jenn Balaian)

A. Annual Meeting Report

Diane gave the condition of Boosters. Boosters is growing and gave over \$70,000 in awards to teams during fiscal year 2017/2018. Three infrastructure awards were approved: the sound system in the gym, repaving the tennis courts, and a new team van. Boosters gave awards to 16 out of 21 teams. All uniforms/equipment purchased by Boosters is maintained and inventoried by the coaches and should stay with the team from year to year. Annual financials from 2017/2018 will be discussed during the Treasurer's report.

- B. **Dine and Donate Fundraiser**- Trabocco on Thursday, October 18th from 4-10 p.m. The restaurant will donate 10% of all sales. Patrons do not need a flyer, but the restaurant encourages reservations. Mention that you are supporting Boosters either when making the

reservation or visiting the restaurant that evening. Team Parents should send an email out to invite their teams to go.

- C. **Award Request Reminders-** Awards are for a specific item and for a specific amount. Quotes are only good for a certain amount of time. Each team is encouraged to purchase the items in a timely manner to avoid costs going up. If the price goes up, teams will need to put in another award request for the extra amount. When Boosters approves awards, it is based on our financials at the time and we can't guarantee that we have the money for the extra amount.
- D. **Winter Sports Meeting** is November 7th, 7:00 p.m. starting in the Cafeteria at AHS.
- E. **Team Sub Accounts/Fundraising-** School District and MOF are tightening up their procedures and routines around fundraising and work performed on campus. Boosters will be going to a training offered by the district on Thursday, October 4th. We will need to have more accountability with the sub accounts and fundraising. Going forward if a fundraiser is carrying our name and the money will be put in Booster's sub-account, then that fundraiser needs to be approved beforehand with the Boosters board. Questions around individual team fundraising were raised by W. Volleyball and M. Basketball. There are two banking options for teams...the Boosters sub-account or the School Account managed by Jen Cobb. Boosters is a non-profit organization so money raised should be spent down during the physical year (this also goes for subaccounts). Mye (M. basketball team parent) asked about tracking certain funds within sub-account, but treasurer said that it is too much work. Joanna (Football team parent) asked about "snap raises"(online friends and family type fundraisers). Laurie discussed potentially having certain "Booster approved" snap raise companies/websites. Paulo (football coach) asked about how much money is okay to carry over to a new fiscal year. It depends on the team and the plan for the money. Each team should have a purpose/timeline/amount for funds raised and be transparent with parent community. More information will be learned and shared from the training attended by the board on October 4th.
- F. **Banner Program Update-** Karin Fox gave an update on the Banner Program. The district will have more control over the funds going forward. There will be an agreement/contract between the organization purchasing the banner and the district. The business will be "leasing" space on district property. The funds will go to AHS instead of Booster accounts. Boosters is hoping the principal will work with Boosters to put the money towards teams in need. However, the principal can designate funds to be split evenly between boys and girls teams. Boosters is hoping there can be some flexibility with funds....AHS pays Annie out of banner funds and Boosters keeps banner funds sold? District will not have access to any of the funds raised through the banner program...only the school and athletic budget. Cannot put banners on Lincoln field. At the Sting, sponsorships can be sold but now it complicates the selling of banners to those businesses with the new restrictions. There is an incentive for individual teams to sell banners because money would still go to athletic budget at AHS and then will be earmarked for that particular team. Questions arose around differences between two accounts: School account and Booster subaccounts. Restrictions with school account: money has to be spent down to \$0 and if there is any left at end of fiscal year it goes to general fund. Captains need to approve purchases and money raised needs to be spent on kids who fundraise that year.
- G. **Awards Approved-** Awards previously approved, but paid since last meeting (5/29/18) listed below. Questions from Golf Team parent about award process criteria. W. Volleyball question:

How often can you request uniforms? Ripping occurred on new uniforms...let's ask about warranty. Discussed awards not approved (men's basketball – shooting shirts and women's volleyball- tournament fees). Question about how much money is set aside for Annie per athlete: @\$30 per athlete donation. Basic rule of thumb...Don't ask for more money than your team is putting in because then your team isn't contributing to athletic trainer.

- a. **W Water Polo**- embroidery for robes- \$594.32
- b. **M Soccer**- embroidery for rain parkas- \$524.40
- c. **W Volleyball**- 50% of uniforms- \$1,193.30
- d. **M Basketball**- 13 new balls- \$951.06
- e. **M Swimming** – parkas- \$2,418.97
- f. **W Swimming** – parkas- \$2418.97
- g. **M Water Polo**- robes/embroidery- \$1,223.60
- H. Awards approved and paid since last meeting (5/29/18)
 - a. **Softball**- 100% participation award - \$138.00
 - b. **All Sports**-S.A.L.T. luncheon- \$95.63
 - c. **Coaches appreciation dinner**- \$1,648.50
 - d. **Coaches training forum/dinner**- \$2,343.
 - e. **M Golf**- range finders- \$268.92
 - f. **M&W Tennis**- courts resurfacing- \$5,000.
 - g. **Track** – lodging for state finals- \$449.44
 - h. **Snack Bar**- new gas grill- \$304.81
- I. Awards approved since last meeting (5/29/18) but not paid yet
 - a. **W Tennis**- uniforms- \$2,373.98

Treasurer's Report- Lynne

- A. Latest financials were reviewed- Financials for last fiscal year and current fiscal year.
Large allocated donation from employer (matching funds) and went to Booster's general fund.
Banner costs (no revenue) because we had to redo some of the Sting banners to fit into the district's guidelines
Large printing expenses for flyers for Back to School envelope
Unrestricted cash = \$14,974.55
Using Family ID and enrollment package is helping boost donations.
Amazon Smile- pick Boosters as charity
There are fees when people pay online but it is offset by the increase in number of donations
- B. Per Athlete Donation % by sport was discussed
Reviewed percentage and how it affects award requests. 90% or more- Boosters funds full award. Below 90% then Boosters pays 50% of award request.
Make a push with parents about donations since we are already halfway through the fall season.

AHS Athletic Boosters Board- Voting

- A. **Co-Presidents**- Jenn/Diane reconfirmed by membership
- B. **Co-Presidents**- Laurie/Karin reconfirmed by membership
- C. **Treasurer**- Open Position Election

- a. **Rob Westlund**- has an accounting background and has a sophomore and 8th grader. Bradee made a motion to approve Rob as Treasurer and Karin seconded.

D. Secretary- Open Position Election

- a. **Bradee Evans**- water polo parent of a freshman. Types fast and likes to organize things on paper. Lynne made a motion to confirm Bradee as secretary and Linda seconded the motion.

E. Team Parent Coordinator- Open Position Election

- a. **Stacey Green**- sophomore basketball and baseball and upcoming middle schooler. Jane made a motion to confirm Stacey as Team Parent Coordinator and Laurie seconded the motion.

AD Report- no report as Brad did not attend the meeting.

Hornet Sting Fundraiser-

- A. Looking for a coordinator and a committee will be formed to help execute. The fundraiser will be held at Grandview Pavilion again. Teams will be asked to contribute a Sting basket and a bottle of wine for raffle. Encinal Boosters event is March 16th so don't want to compete.

Meeting was adjourned at 7:41.

Next meeting is scheduled for October 24th, 2018 at 6:30