

SHILOH BOOSTER CLUB BOARD MEETING MINUTES

Meeting Date and Location: 08/31/2009

Shiloh Stadium Press Box

Attendance: Lisa Bell-Davis - President, Wendall Brown, Jr. – Vice President, Maria Lollar - Treasurer, Diane Jacobs - Secretary, Jim Crase – Varsity Boys Coach, Jeremy White– JV Girls Coach

Agenda

- 1. Call to Order:** President Lisa Davis called the meeting to order at 6:10pm.
- 2. Treasurer's Report:** Financial records for the Booster Club from the 2008-2009 school year have not been received by Maria from last year's Treasurer. This information includes the ledger and multiple receipts, but it does not contain specific information on each expense/income categories.

It is unknown how much was spent to get the Bistro up and running, and operational throughout the season. Maria was told there was a box inside the Bistro that contained all the receipts for things that were purchased for the operation of the Bistro.

3. Old Business:

- a. Heart Pins Fundraiser: This fundraiser idea has been tossed out.
- b. Field Maintenance Costs: The Athletic Director (AD) had previously stated that the field maintenance costs would have to be absorbed by the various booster clubs. At a meeting last week for all sports' coaches and booster club officers, the AD indicated that the Athletic Department has no money and the Booster Clubs will have to fund the gate staff and reference salaries. He also stated that the county will no longer provide security for the games.

I am working on getting field paint donated. If I cannot get the paint donated, then we will have to have a budget item to purchase field paint. I should know long before soccer season if I can make that happen. Of course, at the very least, we can ear mark one of the fundraiser specifically for paying for field paint.

- c. Other Stadium Expenses: Since the AD meeting, it has been decided that the following expenses will still be paid by Shiloh HS—gate staff (teachers) and referees; and, Gwinnett County will still provide lawn cutting twice a week if the grass gets too high, fertilization, over-seeding with winter rye, and spring pre-emergent.

4. New Business:

A. WISH LIST: Coach Crase indicated that the teams are in need of:

- a. Practice soccer balls, as the ones currently on hand no longer hold air more than 24-48 hours. He would like to purchase at least 40 balls (sold in sets of 20) with the school colors of black and silver. Adidas has given great discounts before (30% off book price), so they would be first choice to order from.
- b. New warm-up suits since many of them have been damaged for a while.
 - i. Current warm-ups have been discontinued so an entire new set would have to be ordered
 - ii. Many players have an interest in buying the warm-ups to keep. If new warm-ups were purchased, money from the sale of the old ones to players could help defray costs.

B. FINALIZE BUDGET: Treasurer stated that this year's budget needs to be finalized as soon as possible. This cannot be accomplished until a decision has been made and costs calculated for the above Wish List items.

C. PECAN FUNDRAISER: Exact costs have not been secured by Stone Mountain Pecans because the company is waiting to see what the crops look like before setting a price. Mascot Pecans has been used in the past, and the quality of the pecans is exceptional. The board discussed continuing to use Mascot if the price is similar to last year. Orders had been made through Doreen who had been able to get the booster club a great discounted price. The company requires monies to be paid in advance. The board discussed how to accumulate the necessary funds to make the necessary order. 57 cases were ordered last yr.

- a. Pre-sell and collect money for pecans Sept. 14 – Oct 2, then use that money to purchase them on or around Oct 9.
- b. Purchase only ½ amount desired up-front with fund currently on hand, then re-order after funds have been collected.

D. OTHER FUNDRAISERS: Below are other fundraisers that have been discussed. The board will make a final decision on which ones the booster club will promote at the next board meeting:

- a. Honey Baked Ham – 20% earnings on gift certificates; no money up front; certificates are in \$10 - \$50 denominations and can be used for any Honey Baked Ham food item.
- b. Car Wash – This fundraiser would be done during the soccer season, possibly mid-spring, in order to accumulate surplus funds for the 2010-2011 season.
- c. ESPN Magazine Sales – Players would sell magazine subscriptions at \$40 for the year, **(is this price right Jim??)**. This event would begin two weeks after the pecan pre-sales are due—Oct 19, and run for 2 weeks ending on Nov 6. ESPN reports it needs 6 weeks to process orders and send out the first issue. This would put the first delivery in late-December.
- d. Yellow Pages – No cost. Yellow pages would be delivered to homes within a certain zip code. The Real Yellow Pages would pay a set amount to deliver to the area. Monies would go directly to the booster club. Adult volunteers and their vehicles would be necessary for this fundraising event.
- e.

E. EVENT DATES FOR THE YEAR:

Sept 9 - Player conditioning begins

Feb 06 - Field Clean Up/Soccer Kick-Off Day

Feb 02 – Try outs

Feb 05 – Rosters posted

Feb 09 – Black and Silver Night

Mar 30 – Senior Night AND Sponsor Night

Apr 13 – Rain date for Senior/Sponsor Night

May 04,05, or 07 – Banquet

F. OTHER NEW BUSINESS

1. At the AD meeting it was also discussed that every fundraiser held must be registered prior to the event, and 10% of the funds must be paid to the Athletic Department IF the booster club's account stays in the school. If the account is outside the school, then a flat fee of \$75 must be paid.
2. This board is considering taking the Booster Club account out of Shiloh HS. This would enable a designated officer(s) to access funds more quickly, and give the Booster Club more autonomy. This change would incur additional accountability and costs, such as:
 - o Setting up an account at a local bank (Gwinnett Federal Credit Union and BB&T were suggested)
 - o Obtaining an Employer Identification Number (EIN)

- Applying for 501(c)(3) tax-exempt status
 - Filing annual documents with the state
- Discussion on this matter has been tabled until a later time.

- 5. NEXT MEETING:** The next Board meeting will be approximately 30 days from today. The first general meeting will be held in early October. Until that time, the following action items will be executed:
- a. Wendall has estimated that approximately \$300 is necessary to get the Bistro started for the season. He will go through the box of receipts in the Bistro and create a Sam's Club shopping list. He will also figure out the unit price for items required.
 - b. Lisa will post conditioning information on the website
 - c. Coach Crase will contact Adidas to get pricing on 2 sets of 20 practice balls
- 6. DISMISSAL:** Lisa Bell-Davis had no further business to discuss. Wendall Brown made a motion to adjourn. All in attendance seconded the motion, and voted unanimously to adjourn. Meeting adjourned at 7:25pm.

Minutes taken by Diane Jacobs