

June 2017 Booster Club Board Meeting Retreat Minutes

- I. In attendance Peggy, Kevin, Lyle, Renee, Jennifer, Mike and Sonja
- II. Call the meeting to order at 6:10pm
- III. Approval of June Meeting Minutes – Jen motioned to approve minutes, Renee seconded it
- IV. Approval of Agenda – Motion to approve the agenda Renee, Peggy seconded it
- V. Membership – a mom wants to create a booster club for robotics – they will need to do paperwork, directed her to Marianne Doherty
- VI. Updated By-Laws – Barb Asplund might join the board
 - **Everyone to look at the updated by-laws that Kevin sent out and approve them in August**
 - We need to include Marianne Dougherty mdougherty@sjusd.org on all emails and not send anything to Kevin's work Net App email address
 - Spouse's on the board will just be one vote
- VII. Financial Update/Forecast
 - \$46k in cash
 - We spend \$100k for committed expenses (coaches and trainers are about \$74k: athletic trainer and strength coach) (we bring in \$30k in membership, we need to raise \$70k)
 - Motion to increase membership to \$75 by Peggy, second by Renee
 - **Mike to give updated team fees to Jen, Jen to update the membership form**
 - with this increase we should be able to generate \$45k from membership
 - Jen will staple the eScrip form to the back of the membership form
 - We will include a **Booster club form with fundraisers to the Summer Mailer, Sonja to do this, July 10th is the deadline to send it out – Meg Walsh**
 - **We need to get the Revenue in first – before we spend it – we need to have a fundraiser at the beginning of the year that raises a lot of money**
- VIII. Website
 - We should update **the website for fall sports, Jen to ask Glenn to update it for fall sports**
 - **fees payable once sports starts**
- IX. Roles and Duties - Who Does What?
- X. Booster Club Calendar for 2017/2018
 - **Sports Nights:** fall sports nights, winter sports nights, spring sports nights
 - **Booster Club Meetings** (usually second Tuesday of the month at 7pm in the FDR)



- August 8
- Sept. 5th
- Nov. 14th
- Dec 12th
- Jan 16th
- Feb 13th
- March 13th
- April 17th
- May 15th

- XI. Booster Club Fundraising Events for 2017/2018 school year
- a. **Bingo 10/21** – need 100 people at \$40 each, Church or Horsemans or Cabana club, Swim and raquet club or dolphin pool, or Crossgates: Wine Pull, Silent Auction Baskets – **Confirm venue by 6/23 – Sonia to confirm it** – 10 games, garden party theme/tea snacks, cash bar
 - b. **Almaden Art & Wine Festival 9/17** – get a table for the Booster Club – Sonia to call the Almaden Womens Club, **Lyle to ask for a table**, advertise sponsorships, flyers, pencils/Renee Oriental Trading
 - b. **D2D 3/31** - Villa Ragusa in Campbell \$17k profit estimate, \$2k deposit - \$40 a person is the cost, no corkage fee, get a winery to donate wine, charge \$150 a person with a beer and wine package, wine pull and auction – Peggy motioned to book it, Kevin seconded it – **have flyers for the fall ready to go, Glenn to put it up on the website, Lyle to give deposit check**
 - c. **Golf Tournament 11/6**– we need to find out if we still have the date with the country club
 - Los Lagos Scott Hathaway, **Mike Sparrer to ask Scott if we aren't using the country club**
 - Coyote Creek has availability up to 216
 - 11/6 is the date at the Country Club, **Kevin to call them – get a contract – let us know, and then Jen will contact Ed \$160 a person club charged \$90**
- X. Sponsorships: come up with a list for all events
- **Jen to make a banner saying if you want to advertise using Fast Signs – she will take a photo of the banner at Castillero and copy it**
 - **Peggy to rework the sponsorship opportunities document**
- XI. New Business
- XII. Athletic Director Report
- XIII. Meeting adjourned at 8:15pm

