



**GCHS Athletic Booster Club  
September 13, 2018 Minutes**

**President Tony Guerrieri called the meeting to order at 6:36 P.M.** Tony Guerrieri, Melissa Cartee, Jim Tiffany, Lynn Tiffany, Todd Schuerman, Trish McNiece, Doug Magno, Regina Ostick, Dan Ostick, Aaron Cartee, Chelsey Tiffany, Brian Moe, Sharon Wilson, Jo Stahoviak, Leslie Ann Snowden

**Minutes from August were reviewed.** Melissa motioned and Todd seconded the approval of the Minutes. All were in favor.

**Old Business**

- Football Boys Bags - approximately \$2800. Tabled until next meeting as we did not have invoice or info on purchase request. No update on this request from the Coach.

**Athletic Director Report – Brian Moe**

Coaches Requests

- None

Missing Storage Bins - there were some bins with light-up leis (from Hawaiian night) - request to keep an eye out for these bins JV Soccer & PowderPuff will take place on Sept 20 - over by 9 pm.

Melissa motioned to accept Brian's AD Report. Tony seconded. All were in favor.

Donation Requests - No new requests

**COMMITTEE REPORTS**

**President Tony Guerrieri**

- Non-Profit # - do we have our own? Do we need to establish one?
- # bank currently has does not match any he has seen or the school's
- Questions regarding what has been used for taxes
- Tony to research further
- Topic around amount of money in Savings came up
  - Majority on board in favor of determining how to utilize some of this money
  - Suggestion - what we bring in each year should be spent within that year; There can be a balance to carry-over - understood.
  - Brian/Tony/Doug to determine options (scoreboard came up)

Trish motioned to approve Tony's report. Regina seconded. All were in favor.

**Vice President Doug Magno**

- Turkey Trot
  - Received permit from Police Dept for Turkey Trot
  - Need to order 78 medals - \$257.60 no approval needed from Board
  - Sharon to look for last year's Fundraising Letter for Sponsors
  - T-Shirt - same design/different? Use for t-shirts and signs (50)
  - John creating logo
- Mascot Tunnel
  - Want to use for all sports
  - Doug shared 4 choices/designs

- Majority on Board liked #2 so Doug going back to ask for artwork/mock-up for us
- Brian will ask coaches for their opinion as well

Regina motioned to accept Doug's VP portion of report. Lynn seconded. All were in favor.

### **Social Media Doug Magno**

- \$163.20 renew Domain - Melissa to check (do not really need separate board approval since under limit)

Jo motioned to accept Doug's Social Media portion of report. Lynn seconded. All were in favor.

### **Treasurer Melissa Cartee**

- \$24,290 checking balance (3 checks going out today-balance expected to be \$21,193.47)
- Savings: \$68,490.37
- Football Families: \$5,190.70
- No more handwritten checks; Cutting checks through QuickBooks
- Invoices - send to Melissa and she will put in system. Then reminders to pay will pop up for her in the system.
- Discussed Gold Medal backorder - Jim to research
- Melissa asked Concessions - is it OK to pay when she sees invoices - does that mean they are approved? She just needs some way communicated when they are done. Please let her know. For now, Doug suggested he will get magnet baskets for side of freezer to organize invoices.
- Melissa asked if Leads (Concessions, Spiritwear as examples) could offer negotiated terms if we pay sooner than required.
- Jimano's Pizza - not seeing invoices from them this year. Jim will follow-up with them.

Jo motioned to accept Melissa's report. Todd seconded. All were in favor.

**Volunteer Coordinator** - no separate report given

### **Secretary Sharon Wilson**

- Will tally final volunteer counts from end of last school year and update final volunteer report - send to Tony & Doug by end of week. Done.
- Tony wanted to use latest tally to update coaches on last year's volunteer % per team.
- I will continue to update volunteer data every month.
- Sharon to send reminders to parents as needed, per Tony
- Board Member volunteers - this continues to be our main need. Shared that we all believe we are doing the best we can with the time we each have to give. We each have varying degrees of availability throughout the year based on personal jobs, other Board responsibilities, changing schedules,, family commitments/needs, previous commitments, or other sport commitments. If we can't fill a slot with Board Member, we close the stand. Hopefully we can continue to increase our Board Members with this flexibility understood.
- To support each other - Tony requested that Board Members check Board Member slot needs weekly and pick up slots if you can. Tony also requested we attend "all hands on deck" events.

Jo motioned to approve. Tony seconded. All were in favor.

### **Concessions - Jim & Lynn**

- Sat - 4 pizzas were good for Ram Slam; Same with Subs & Veggie Trays
  - Moving forward - this is a good #. No pressure ... appetites will vary week to week.
  - Request for Concessions Team: Please do not prepare all subs & veggie trays prior to events so we can utilize our morning volunteers for those tasks
- Friday Night Concessions/Football - request from Concessions Team to:
  - Allow them to run the stand for efficiency (food prep, volunteer tasks/assignment)
  - Keep one cash drawer available until window is closed
  - Be sure everyone is working when peak customer times

- Decide on a designated closing time for Concessions on Fridays - one that is respectful of all Board Members volunteer time/personal schedules
- Concessions Team will be restocking utensils inside/outside

Other topics pertaining to Concessions:

- Doug mentioned he will need help with BBQ night on Sept 28th - needs help getting smoker out of truck.
- Trish reminded everyone that it is Youth Flag Football night on that night as well - they get in for free

Tony motioned to approve Jim's report. Trish seconded. All were in favor.

#### **Spirit Wear Coordinator Todd Schuerman**

- Sales have been very strong this year so far! Already need to re-order and stock up for upcoming football nights & big events, including Stadium Chairs, sweatshirts - particularly Lace Crew, blankets
- Goal is \$2K average / game
- Provided budget of \$5 - Dan motioned to approve. Melissa seconded. All were in favor.
- Has potential Board Member interest - Jennifer Berg - any conflict? No.

Sharon motioned to approve Spiritwear Report. Doug seconded. All were in favor.

#### **New Business**

**Meeting adjourned at 8:10 pm. Tony motioned to adjourn and Sharon seconded. All were in favor.**

**The next general meeting will be held in Room 1350 at 6:30 on October 10, 2018.**

**Minutes were taken and prepared by Sharon Wilson.**