



**Grayslake Central High School Athletic Booster Club
Minutes for July 13, 2022**

President Jo Stahoviak called the meeting to order at 6:33 P.M. Jo Stahoviak, Linda Ricard, Eric Ricard, Jeremy Marcelain, Erin Eckenstahler, Perla Tapia, Jim Tews, Brent Pitt, Tony Guerrieri, Amy Armes, Melissa Cartee, Tiffany Pruitt, Brian Moe.

Zoom: Jennifer Berg

Minutes from May reviewed. Melissa motioned to approve the May Minutes. Jeremy seconded. All were in favor.

COMMITTEE REPORTS

Athletic Director's Report – Brian Moe

- Coach's submission: State T-shirts for Boys Track \$150 (Pitt will pay overage from SAF account)
- Coach's submission: Service Sanitation from Ross Gantt \$664.36
- Coach's submission: Special Olympics shirts \$112.65
- The track needs updating to comply with Federation Rules-the school doesn't have the budget to make the capital improvement-initial estimate not received yet
- Football Season Kick-off Green & White game is 8/19/22
- There will be 5 home football games this season
- Football game on 8/26/22 is just varsity and not expecting a large visiting attendance (Hubbard)
- For the Homecoming Game Soccer will compete first then Football (week 3)

Melissa motioned to approve the Athletic Director's Report. Erin seconded. All were in favor.

Old Business

- Concession window repair status-**complete**-however there is still a gap that needs addressing
 - Key for the window is hanging on the side of the Pepsi cooler
 - Tony requested that the lock to the grills also be updated to match the window to reduce the amount of keys needed
- Key Inventory
 - Athletic Director getting keys and cards for Brent Pitt & Amy Armes
 - Tony mentioned to check the safes for any extra keys and gave a reminder to change the batteries for the code pad before football season starts

No President's Report - Jo Stahoviak

No Vice President's Report - Jeremy Marcelain

Secretary's Report - Tiffany Pruitt

- Google doc with Position instructions received from Jennifer Berg
- Google folder for previous Concession position shared with Heather & Erin-neither had any questions or concerns

Jo motioned to approve Tiffany's Secretary Report. Melissa seconded. All were in favor.

Treasurer's Report - Melissa Cartee

- State Bank of the Lakes
 - Checking account-\$39,192.99
 - Savings account-\$25,003.89
- PNC
 - Checking account-\$15,730.68
 - Savings account-\$7,011.96
- There are still some outstanding collectibles for Football Family Club
- Melissa requested receipts from past purchases be placed in the outdoor concession mailbox
- Reminder to place all receipts and invoices in the concession stand mailbox and to verify all packing slips with items delivered so we are paying for what was delivered
- Melissa plans to keep the PNC account for Dugout Club and Football Family Club monies
 - charges on the square currently go to PNC and will need to be updated to State Bank of the Lakes

Jo motioned to approve Melissa's Treasurer Report. Perla seconded. All were in favor.

Volunteer Coordinator - Linda Ricard

- Fall sports calendar is up and volunteer SignUp spots will be loaded within the month
- Turkey Trot is in motion-11/18 will be sorting, 11/19 is packet pick-up, 11/20 is the 5K
- Turkey Trot T-shirt design planning starting soon
- Any/all that want to help get sponsors is appreciated

Tony motioned to approve Linda's Volunteer Report. Amy A. seconded. All were in favor.

Spirit Wear Coordinator's Report - Amy A.

- Amy & Mary Jo will meet with Todd by end of month for set up instructions
- Working on scheduled pick up times to avoid running to the school for every online order
- \$7,000 beginning budget approved for purchasing

Tony motioned to approve Amy's Spiritwear Report. Jim seconded. All were in favor.

Concessions Coordinator - Erin Eckenstahler

- Sams Club cards need to be added to the account
- Full stand cleanout will need to happen before football season starts
- Check into vendors to maybe replace Gold Medal (Perla suggested Tradavo)
- Do we stick with Jimano's in Round Lake for pizza?
- Are we raising stand prices to cover purchase costs?
- Start using the TV for the menu board (Jennifer has updated the flashdrive from last use)
- Get a new hot cocoa machine for outside stand-initial estimate \$1,600
- Purchase a second new grill
- Clean out grill storage for more space
- Fill up propane tanks

Eric motioned to approve Erin's Concession Report. Jeremy seconded. All were in favor.

Social Media Report – Jennifer Berg

- Twitter - 582 followers Instagram - 125 followers FaceBook - 741 friends
- Continuing to post on the platforms once a week
 - Please let me know if you have anything you want posted
- Website updated with board positions and emails, athletic images to reflect last years sports, and meeting minutes
- Passive fundraisers are in place for restaurants-links on the website and social media
 - Oberweis in Gurnee: Saturday July 23rd
 - Culvers in Grayslake: Tuesday August 23rd
- Spiritwear packs are back and cost us nothing-we will profit \$12 per pack

Tony motioned to approve the Social Media Report. Linda seconded. All were in favor.

New Business

- Spring season could have raised more money if more Boosters were able to open the stand. Jo asked for all to step up a bit more so we don't miss opportunities this upcoming year.
 - Make sure you are putting your name in SignUp for all shifts to easy tracking
- Mr. Przybylski would like to purchase shirts for incoming freshmen this year
 - 400 shirts-\$5 per shirt (with larger sizes where needed)-estimate between \$2,000-\$2,500-**Approved**
- Discussion about Season Passes this year
 - Per Athletic Director electronic tickets will be used again this year from a different system
 - Plastic cards will need to be ordered soon
- Tony was approved to buy more Square stands and replace worn out chords
 - 4 stands to remain outside and 3 stands for inside
- Request was made to Athletic Director to fix the light outside for Spiritwear area-and to have maintenance set up the 20x10 green tent purchased for Spiritwear during home games with other regular light and table setup.

Meeting adjourned at 8:40 pm. Jo motioned to adjourn. Jeremy seconded. All were in favor.

The next general meeting will be held on Wednesday August 10, 2022 at 6:30 pm.

Minutes were taken and prepared by Tiffany Pruitt.