

St Peter Boosters Board of Directors

Meeting Minutes

November 8, 2017

The meeting was called to order by Tracy Stuewe at 7:00 pm

In attendance

Tracy Stuewe, Tracey Peymann, Heidi Gunderson, Jeff Jeremiason, Kurt Hildebrandt, Bob Kamm
Also Steve Alger, Sean Keating, Brian Odland, George Schoenborn,
Spring coaches / Winter event: Jeff Portuguese, Keith Hanson, Heidi Niemeyer, Kurt Moelter, Neil Doose, Pat Klubben,
Aaron Rothenberger

Board Members Absent:

Curt Rice, Sue Johnson, Jenny Graft, Cheryl Lind, Shaun Guida

Approval of Agenda

Motion by Heidi Gunderson to approve the agenda

Second by Jeff Jeremiason

Motion passed unanimously

Secretary's Report

Tracey Peymann presented the minutes from our 10/11/17 meeting.

Motion by Heidi Gunderson to approve the minutes

Second by Kurt Hildebrandt

Motion passed unanimously

The monthly minutes can be found on the St Peter Boosters website.

Treasurer's Report

- n/a

Funding Requests

- Lager - Swimming Bus to Marshall \$700. Motion by Kurt Hildebrandt, second by Tracey Peymann, motion passed unanimously.
- Hanson – Mat Boss Wrestling stats program \$800 (\$550 yearly, \$250 one time). Motion by Tracy Stuewe, second by Heidi Gunderson, motion passed unanimously.
- Keating – Boys Basketball Holiday tournament in Esko, MN. \$3200 max for coach bus, hotel rooms, meal. Motion by Kurt Hildebrandt, second by Tracey Peymann, motion passed unanimously.
- Misc. small requests from AD
 - Soccer expenses will be reviewed.

Athletic Director's Report

- Bylaws
 - They are done - will be sent out and voted on at December meeting.
 - Will then apply for non-profit status
 - Checking account will be opened after that
- Subcommittee Report: Memberships - Tracy Steuwe
 - 67 members = \$6770 profit
 - Tracy S will create and send out sign up for Booster Board members to sign up to sell memberships at first home event for each winter sport.
- Subcommittee Report: Concessions
 - Fall sports events brought in \$6000 profits to boosters!
 - Winter estimate = \$9000
 - Will send out sign-up link to winter coaches who will send to parents.
 - Approval to have students (grades 9-12) help - as long as there are at least one or two adults. Heidi Niemeyer will talk with concession committee.
- Coaches meeting
 - Held last week explaining process to request funds from Boosters.
 - For reimbursement of expenses falling within the \$500 allowed for pre-approval by AD, receipts and Request for Payment form should be submitted by coach to AD. If parents are making purchases, they must turn receipts in to coach. Coaches should keep their own spreadsheet of expenses, so they know their balance.

- For expenses exceeding the \$500 allowance, coach will complete the Saint Peter Athletic Boosters Fund Request Form, available as a fillable PDF, and submit to the AD or to the Boosters for approval at next meeting. IF decision is needed before the next scheduled meeting, Boosters will consider voting via email. These requests MUST be pre-approved, or reimbursement may be denied.
- Coaches will complete Estimated Expense Report and Estimated Banquet Expense Reports by December 1, so Boosters can budget for winter season. Email to Tracey Peymann at traceypey@gmail.com
- Hudl - school wide membership
 - Sean Keating will look in to cost of group membership vs each team paying for their own and will have info by December meeting.
- Big South Crossover basketball games on December 9 will be opportunity for concession profits and possibly t-shirt sales. Will need extra volunteers to work.

Committee Reports

- Communications Committee
 - Website will be linked from SPHS site
 - Booster website is still in basic stage. Curt Rice needs to configure editing privileges before updates can be made.
- Event Committee - winter event suggestions
 - Sadie Hawkins
 - Volleyball association/boosters have organized this in recent years and are willing to let Boosters take it over.
 - Consider adding concessions, have it at school, etc - to save money
 - Include middle school - split times, back to back
 - Approx profit is estimated at \$2-3,000
 - Large event with food, auctions, DJ, bar, etc can be the spring event.
 - Dueling pianos
 - Jeff Jeremiason and Cheryl Lind will co-chair. Spring coaches will also help plan and communicate with parents.

New Business

- School store - 2 students have requested money to purchase items to sell, and eventually turn it over to the Boosters. Discussed risks of having physical store vs. having an online store. Steve will invite students to present their concept to the Boosters.
- Clarified that each sport can request up to \$500 in discretionary funds from the AD. This means that boys and girls Cross Country are each allowed to request their own \$500. Same as boys and girls track, etc. Even though they often travel and practice together, they are separate teams.
- Banquets – discussed ideas to consider as we develop a policy on funding banquets in the near future.

Announcements

Next Meeting: December 6, 7:00 pm SPHS Community Room

Future meetings: January 3
 January 31
 February 28
 March 28
 April 25
 May 23

Motion by Heidi Gunderson to adjourn
 Second by Tracey Peymann
 Motion passed unanimously.
 Meeting was adjourned at 8:20 pm.