

St Peter Boosters Board of Directors

Meeting Minutes

Tuesday, August 15, 2017

The meeting was called to order by Curt Rice at 7:00 pm

In attendance

Curt Rice, Tracy Stuewe, Bob Kamm, Tracey Peymann, Heidi Gunderson, Jenny Graft, Kurt Hildebrandt, Sue Johnson

Also Steve Alger, Jeff Portugue, Keith Hanson, Carmen Hanson, Bill Stuewe

Community members: BethAnn Emley, Lindsay Powers, Chelsea Alger, Paula VanZee, Brian Peymann

Board Members Absent

Jeff Jeremiason, Cheryl Lind, Shaun Guida

Also Bob Southworth, Kris Glidden, Sean Keating, Jon Carlson

Approval of Agenda

Motion by Tracy Stuewe to approve the agenda

Second by Jeff Portugue

Motion passed unanimously.

Secretary's Report

Tracey Peymann presented the minutes from our August 7, 2017 meeting.

Motion by Kurt Hildebrandt to approve the minutes

Second by Tracy Stuewe

Motion passed unanimously.

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

Treasurer's Report & Funding Requests

Discussion about expectations of Treasurer's report to include expenses, funds available, requests made through AD. Bob Kamm will bring template to next meeting. Discussed who will have access to account in order to expedite reimbursements. Account will be set up after bylaws are finalized.

Discusses what items need board approval vs. AD approval.

Curt will create templates for the 3-year plan and one-time fund request for Steve Alger to send to coaches to complete by early September.

Reviewed the motion made at the 7/17/17 meeting that set the AD discretionary limit at \$250 per request with a max of 2 requests per team per season. Modifications were suggested.

Motion was made to modify previous motion and now allow the Athletic Director to approve incremental requests up to \$500 per team per ~~season~~ year without board approval.

Motion made by Jenny Graft.

Second by Tracy Stuewe.

Motion approved unanimously.

Athletic Director's Report

- Bylaws
 - Second meeting with Jim Brandt, Steve Alger, and Bob Southworth is pending. Curt Rice may attend as well.
- Addressed questions about roles of board members.
 - Sport reps: Lead big events (with help of coaches) assigned according to the rotating schedule set up by the AD, 2 Winter sport reps lead Fall event (with help of all winter sports families), 2 Spring sport reps lead Winter event (with help of all spring sports families), and 2 Fall sport reps lead Spring event (with help of all fall sports families). Assist with events associated with sport they represent. Attend meetings throughout the year to contribute to discussion and vote on funding requests. Coaches will be able to email families to ask for volunteers to assist with that season's event.
 - At-large members: Hold offices.

- Coaches: Question was asked if in-season coaches should attend meetings to know what is going on? Due to the demanding schedules of coaches in season, it was recommended that coaches should attend when bringing a request for funds to the board. Coaches of season assigned to event should attend. All are welcome all the time. Add all coaches to agenda and minutes emails so they can be aware of discussions.
- Board members are not expected to be the volunteers at every event, but to lead and recruit volunteers for each event.
- Subcommittee report: Membership
 - Two options for membership tiers were presented. All members receive decal, voting rights, name listed on website, plus items listed for level of purchase.
 - Will have samples of gifts at first event, swim meet, next week Thursday, Aug 24. Hope to have actual merchandise available at other events.
 - Majority prefer the \$25, \$75, \$150, \$300 plan. Tracy and Steve will finalize packages.
 - New High School Open House will be held August 26, 9 am to 3:30 pm.
 - Board members will need to help sell memberships at the Open House and at the 1st home event for each sport. Tracy S will send out a sign-up.
 - Discussed what to offer corporate sponsors. They will receive recognition on the Booster website and social media. Consider giving activity passes or a plaque to hang in their business or a jacket or possibly a bunch of decals to give to employees. We will look into putting a thank you ad in the paper listing all of the corporate sponsors. Committee will put together suggestions.
- Subcommittee report: Concessions
 - Chelsea Alger presented the process they have created for families to work concessions. Using Sign-up.com, each family is asked to sign up for one shift per athlete per year, regardless of how many sports each athlete participates in. Initial e-mail will go out right away.
 - The committee would like to share table space at the Open House to promote the concession sign-up and answer questions.
 - Clarification was made that current high school students are not allowed to sign-up. Graduates are allowed to work and can help fulfill a family obligation.
 - A paid concession worker will be there to make the food.
 - Working one of the 3 special events or tailgating does not fulfill the family concession stand working requirement.

Committee Reports

- Events Committee: Golf Event update
 - Curt reported 106 golfers, 50 sponsors. Volunteers are still needed. Sue will send sign-up to winter coaches to send to families.
 - Event is this Saturday!
- Communications Committee:
 - Facebook - send info to Curt, Kurt, Sean and Tracy S to post.
 - Website - Curt Rice will have it ready by Aug 26th. Tracey P will then post minutes and keep that section updated. Help is needed to update other pages. Kurt H can be more involved after school starts.
 - Mission/Vision Statement - Heidi Gunderson and Steve are willing to come up with drafts.

New Business

- Tailgating logistics
 - Football parents will continue to organize and find workers for tailgating.
 - Since we are still using the football account, they will get \$300 petty cash from Bob Southworth who has access to that account. Purchases will be made personally and receipts turned in to Bob for immediate reimbursement.
 - 1st Home Volleyball game: Brian and Tracey Peymann will contact a volleyball parent and plan tailgating for this night.
- Curt will check with the banks in town to decide where account should be set up.

Announcements

Discussion of fundraising ideas will happen after the meeting - all are invited to stay.

Next Meeting

Sunday, August 20, 5:00 pm, Third Street Tavern, to follow up on Golf Event - this was cancelled.

Motion by Heidi Gunderson to adjourn.

Second by Tracy Stuewe.

Motion passed unanimously.

Meeting was adjourned at 9:10 pm

Fundraising ideas:

- 50/50 raffle at home sporting events
- Fair board is looking for people to run beer stand next year - they will offer a discount on Johnson Hall and we keep tips for the night.
- Logo painting on driveways - \$25
- ** Start thinking about planning the Winter event: Cabin Fever winter get-together rather than New Year's Eve event at Johnson Hall which may not be supported by the school. Appetizers, cash bar, DJ, raffles, etc.
- Spring event: fish fry or pork chop feed with live and silent auction, similar to Waterville
- Road race - Fun Run - Back to school?