



Booster Club Board of Directors
 Meeting Minutes
 March 8th, 2023 at 7pm
 Saint Peter High School

Topic	Notes	Action Items
Standing Items		
Call to Order	Time: 7:03pm Motion: Bob Second: Cori	
Approval of Previous Minutes	Motion: Bob Second: Bonnie	
New this Month		
Good News	N/A	
Membership Update (Megan)	N/A	Next Steps:
Concession Stand Update (Katie)	<ul style="list-style-type: none"> ● Check coming soon. ● 2 track meets remaining after Thursday's sections 	
Booster Bash	Set Date: April 15th Location: Johnson Hall Time: 6:30-11:30 Workgroups: Food Recommendations: BomSota- Corri Taco Bien- Katie Pelcin Lake- Bonnie P- not available Entertainment: Entertainment - the Band Misguided has been contacted & secured - waiting on actual contract/ advertising Alcohol: Klubben and Doose- check with the Flame on bartending Tickets/advertising: Event Insurance: Bob- done	Next Steps: See table below for full details and next steps

	<p>Permit: Katie- obtain a check and turn it in before March 1- done and submitted with liability</p> <p>Officer: Bonnie- Done</p> <p>Silent Auction</p> <p>Deposit: Katie- send in a check to Johnson Hall (\$200)- Done</p> <p>Decorations: Lisa L</p> <p>Tracking Document</p>	
AD Report (Shea)	<p>Winter Season Update</p> <ul style="list-style-type: none"> Boys Section on March 9 Girls Play at GAC on Friday 3/10 <p>Spring Sports Registration is underway Track and Softball: 3/13 Golf and Baseball: 3/20 Tennis 3/27 Adaptive Bowling is underway</p>	
Open Position	At large and secretary- on hold for larger quorum	Next Steps:
Request Form	none	Next Steps:
Financial Update (Bob)	See attached document	
Walk On Items:	<p>Chamber of Commerce (Ed Lee) would like to partner with us to sell coupon books Profit: \$5 Book Cost: \$300 *Katie get details from email</p>	Based on the little bit of information we have we are going to redirect to utilize youth associations since this is alot like adrenaline cards
Next meeting	April 12th	
Meeting Adjourned	<p>Time: 7:59 Motion: Bonnie Second: Bob</p>	

Booster Bash Notes

Food	Resser Catering- Board agreed to have Resser cater pulled pork-\$8 sliced brisket sandwiches -\$8 Mac Stack- Smoked mac n cheese topped with the pulled pork or sliced brisket.- \$12 Chips	Action: Provide written Confirmation
Food	Taco Bien "\$1,000 minimum spend. If the guests are paying - and they pay lets say \$750 then you guys would be responsible for the \$250 difference. If we got lets say half the participants to dine with us - that would be pretty close to hitting that \$1k mark based on historically what people spend time with us at these types of events."	Action: Katie to continue to follow-up with Taco Bien
Food	Pelican Lake Bonnie to confirm if they are available and will email over the results	Action: unavailable
Location	Johnson Hall	Action: Katie: Mail contract and deposit Done 2/9/23 Need to confirm key pick-up and set up times- email sent on 3/9
Decorations	Rent High Top Tables- order placed Lisa L has the decorations and list of items in Johnson hall	Action: All set
Officer	Bonnie has secured an officer from 6:30-11:30	Action: Need a check the night of the event for \$150
Beverages	Cooler: Keith Hanson Booze: Doose/Klubben/Portague *purchase from MGM Bartenders Schedule of workers	Action: Workgroup will remain the same and follow previous years process. 3/9/23: Pat to check in with Keith on whats left to finish
MC/Games	Confirmed: Lokensgard will do it again this year -Pat to email him the details 50/50 Ring Toss-not going to offer this year Twelves Playoffs(?) Raffle -board checking with community members on if they are willing to donate large item	Action: Pack raffle tickets
Tickets	\$20 presale	Action:

	<p>\$25 at the door Free Drink Ticket 3rd Street offer</p> <p>Tickets printed -Keith has 100 -Can make tickets available at the school -at the banks *Katie has the extras if someone needs them</p> <p>Square is updated- Online option through the booster club store- then print list available at the door</p>	<p>Try to sell at the St Patties day parade Sell at GAC during girls game-denied</p>
Advertising	<p>Create Flyer and include possible QR code for purchase</p>	<p>Action Katie:</p> <ul style="list-style-type: none"> <input type="checkbox"/> continue to advertise on FB <input type="checkbox"/> done 3/9- email Kurt Hildebrant to advertise at the following <p>-school newsletter -middle school electronic board -school facebook page</p>
Entertainment	<p>3 Companies were identified to choose from 1-Hicktown Mafia- \$1600 for 4 hours- tentative hold 2-Misguided Inc- \$650 +3 drink tickets (6 members) 3- One from the list recently sent over by Used Gig Salad Company</p>	<p>Action: Jenni to confirm stage needs from Misguided. Lisa L will need to be informed for setup</p>
Silent Auction	<p>1 basket per team with a \$50 minimum Reach out to others in the community for donations Reference spreadsheet from previous years on who gave (Heather) Communication sent to coaches No “wish board this year”</p>	<p>Action</p> <ul style="list-style-type: none"> <input type="checkbox"/> Heather:go through the silent auction spreadsheet and strike though low value items- then send to the board to identify business we want to ask <input type="checkbox"/> Silent Auction forms- Bonnie to confirm with Joy and Sara on the process <input type="checkbox"/> Number Tags <p>See spreadsheet- packing list tab</p>
Extras	<p>Create Sign-up for clean up and registration table Set Up: Lisa L has this covered</p>	<p>See spreadsheet- Volunteers tab</p>

	Silent Auction table: 2 shift of 6 Registration:2 shift of 6 (3 tables raffle, online orders, day of sales) Clean-up	
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Attendance:

Present (Y/N)	Name
Y	Katie Looft- <i>President (and Volleyball team representative)</i>
N	Jessalyn Mercado- <i>Vice President</i>
Y	Bob Kamm- <i>Treasurer</i>
N	Shea Roehrkasse- <i>St. Peter Activities Director</i>
Y	Lisa Walter- <i>Board member at large</i>
Y	Corrie Odland- <i>Football representative</i>
Y	Brian Odland- <i>Head Football Coach</i>
N	Jenni Robb- <i>Board member at large</i>
Y	Lisa Landsom- <i>Gymnastics team representative</i>
Y	Heather Magelee- <i>Boys Golf team representative</i>
Y	Bonnie Peterson- <i>Board member at large</i>
N	Megan Ruble- <i>Girls Golf representative</i>
N	Keith Hanson- <i>Coach</i>
N	Carmen Hanson- <i>Coach</i>
N	Jeff Portague- <i>Coach</i>
N	Ryan Timmermann- <i>Coach</i>
Y	Pat Klubben- <i>Coach</i>
N	Bre Landsteiner