

# BEAVERTON

## BOOSTER CLUB

### Meeting Minutes September 9, 2014

#### **In attendance:**

Nancy Wargo, Scott Reames, Kari Reynolds, Judy Meedom, Cathy Martin, Stacy Serrao, Paul Kerkar, Shelly Gourlay, Victoria Toews, Jeff Toews, Ricky Lusk, Margie Lusk, Leah Fox Lewis, Laura Welch, Wendy Cawley, Lisa Sandmire, Casey Cornwell, Leslie Franks, Beth Hurd, Kathi Brunk, Nadia Redmond, Kim Parson, Tom Lutz, Dana Reames, Leslie Viehoff, Pam Andrews, Betsy Lavey, Laura Vartanian, Anne Erwin, Sallee Lines, Gary Joaquin, Alisa Joaquin, Annie Oleson, Maria Hernandez, Danielle Wood

**President Scott Reames called the meeting to order at 7:02 p.m.**

#### **Welcome and Board Introduction:**

President:	Scott Reames
Vice President:	Shelly Gourlay
Co-VPs Concessions:	Margie Lusk and Sallee Lines
Co-Treasurers:	Laura Vartanian and Paul Kerkar
Treasurer:	Nancy Wargo

#### **Student Council Update – Casey Cornwell**

Student Council President Casey Cornwell said Homecoming is on October 24<sup>th</sup> and that more updates will be coming.

#### **Principal Update-Anne Erwin**

Principal Anne Erwin introduced herself and thanked everyone for coming. She spoke about the upcoming Principal's Coffee on September 10<sup>th</sup> at 9:00 and 5:00 pm. She will talk about Standards Based Learning and other upcoming academic items. Beaverton High Schools enrollment is greater than anticipated (75 students over projections) and is the fastest growing high school in the Beaverton School District. Extra staff was allotted and was focused in PE/Health to lower class sizes. The Back to School assembly focused on community: the staff and students all sang the fight song. Over the summer, district staff painted the school with help from BHS students. Twelve new teachers were added before the school year. BHS now has 87 full-time, 2 part-time and 1 more counselor. Liz Perez is taking over Karen Stabeno's students and Karen will be focusing on College and Career Readiness. Back to School will be on October 1<sup>st</sup> rather than October 2<sup>nd</sup>. This year's Back to School will be more energetic and dynamic.

#### **Sports/Activities Reps**

Packets were handed out to each representative. They were asked to please fill out the fund request forecast forms so the board can get an idea of the funds requests it may see during the year. The forms don't set anything in stone, but are used to help keep the budget on track for the entire year. They also need to fill out the actual fund request form when making the request and inform Scott Reames so the item can be added to the agenda for the next meeting. The representatives were asked to attend meetings and speak up about their sport/activity.

### **Concessions update – Margie Lusk & Sallee Lines**

VP Margie Lusk and VP Sallee Lines spoke about the fact that 75% of the money raised by the Booster Club comes from concessions. The concession stands are staffed by teams/groups/clubs. The group is paid \$50 or 15% of the sales from their night, whichever is greater. This program helps fill the gap for smaller groups that have a harder time fundraising since they have a smaller pool of people to help with fundraising. All coaches and reps are aware of the program. A list of shifts needed and the number of parent/student helpers volunteers was emailed to all coaches, school reps and parents reps.

Fall shift help is still needed. Concession help is always needed and appreciated: stock help, opening, prep before games.

All money earned from the concessions benefit BHS students. There was discussion about better advertising the food available at games and Anne Erwin will be asked to send the information out with her updates as well as the Booster Club sending it out with updates and various people posting it on their Facebook pages.

There was some question about fundraisers happening for specific sports/groups as opposed to Booster Club fundraising. If there is every a question of whether or not a fundraiser is for the Booster Club, the information can be found on the Booster Club website, [www.bhsbc.org](http://www.bhsbc.org).

### **Holiday Bazaar-Margie Lusk**

The holiday bazaar will be on November 15<sup>th</sup>. There are 10 spaces available for student groups, these groups do not get charged for the space. If you would like more information about the Holiday Bazaar, there is a link on the Booster Club website or at <http://www.bhsholidaybazaar.myevent.com>.

### **Student Activities-Jason Sarmiento**

Student Council is giving away “Super Fan” shirts at events and games to help boost attendance and excitement. The only way someone can get a shirt is to catch it at a game or event. Events will be announced as Super Fan Events. The student council bought 70 shirts for \$400 and that will be enough to get them half way through the Winter Season. If anyone would like to help purchase more it would be appreciated.

### **Treasurers Update:**

Duties are as follows for the co-treasurers:

Paul Kerkar writes the checks, collects the funds and makes deposits

Laura Vartanian reconciles the account in QuickBooks

Having two people doing the job gives a checks and balances internally for our account.

New this year, checks for groups will be given to Anne Erwin who will pass it on to the school bookkeeper who will deposit it and let the appropriate coach/representative know. This will help eliminate steps in getting the money into the accounts. Club sports will still be given directly to the coach or parent representative.

An independent accounting firm does the taxes for the Booster Club.

Both treasurer positions will need to be filled next year.

### **Budget Presentation-Scott Reames**

The highlights are:

\$2800 in Membership Dues already, 142 families are part of the Booster Club.

\$4000 in donations and company matches. Nike, US Bank, and Columbia are some of the companies that match funds donated to non-profits. Please check with your company to see if they have a matching program.

The goal is to limit funds requests for groups to \$1000, with one request per club/group per year.

Concessions Grants line item is the pay for groups to work the concession stands.

5/\$1000 scholarships are given out each year.

Staff appreciation items include meals, coffee, and plastic tumblers given this year.

Floor was opened for questions. No questions. Motion to approve: Dana Reames  
2<sup>nd</sup>: Ricky Lusk

No dissenting votes; budget was approved as presented.

### **Grant Request Process**

The form is on the website. Identify the need and what's being done to raise funds for the need. Source the need. Representatives bring the form to Jim Meuwissen, Athletic Director, or Jason Sarmiento, Activities Director for approval. Club sports forms will need to be signed by the team's coach. After their approval, the form is given to Anne Erwin for her approval. Booster Club board will then decide if the request will go to a vote or if more information is needed. . If complete, the request will be voted on at the next Booster Club meeting. A quorum of seven members is needed to vote on grant requests. All forms must be completed and turned in to the Booster Club board by the 1<sup>st</sup> business day of the month to be voted on at that month's meeting.

Forecasting about possible fund requests is helpful so the Booster Club board can plan money for the year. All clubs don't ask each year. It is the goal of the Booster Club to benefit as many students as possible.

Grant request questions:

There was a question about students who want to start a club.

The club would need to have a minimum number of members and a staff advisor. The school has some money to help start up new clubs. The Booster Club fund request could also be used.

There was a question about students who need help paying for sports fees.

The school would handle those needs, not the Booster Club since we try to impact as many students as possible.

There was a question about items bought with Booster Clubs funds being communal property.

Some items the Booster Club helps fund are communal property, the weights in the weight room, for example, but others such as uniforms are not.

### **Centennial Task Force-Shelly Gourlay**

BHS is the oldest public high school in Oregon. On June 8, 2016 BHS will celebrate 100 years in the current location.

The task force was formed to create excitement and hopefully generate extra funding through fundraising. The task force will be having its first meeting soon. They need an alum, a parent with a Washington County or City of Beaverton connection. They also want students involved, either on the committee or as an advisor.

The Centennial celebration will be great P.R. for Beaverton High School. The original school was built for \$21,000. The school was established in 1902, we will be celebrating the current building's centennial as it was built in 1916.

The task force will need people, time and money.

By the November Booster meeting, the task force will have a plan for membership approval.

### **By-Law Change**

At the October meeting, there will be a vote on some by-law changes. There will be an additional board position added, Alumni Liaison/Relations and there will be some language clean up. Expect to see an email one week before the next meeting with the proposed changes. Please review them and be ready to ask questions and vote.

### **Questions/Miscellaneous**

Please bring another person to the next meeting. We are stronger when more people participate.

Board contacts are on the website if you need to contact us.

Download the BHS app to keep connected to what is going on at the school.

Assemblies are open to parents and are usually 1 hour.

Don't forget to eat at the football games to support the Booster Club. \$5 meal deal includes your choice of slice of pizza, hamburger, hot dog or pulled pork sandwich with a drink and chips.

### **Meeting adjourned at 8:13**