



**Encinal High School
Athletic Boosters – Board Meeting
November 14, 2016, 6pm**

Agenda

1. Welcome
 - a. **VOTE ITEM** - Approve Minutes from previous meeting (attachment 1)
2. Athletic Director's Report
 - a. Personal Trainer - Update
3. Treasurer's Report
4. Old Business
 - a. Crab Feed
 - Acquisitions
 - Crab Feed Chairs and Sub chairs - Connie Taylor is the co-chair
 - More chairs are needed
 - Confirm Crab Feed sub chairs in place and those still needed
 - Confirm staffing for Island Bowl and homecoming game snack shacks
 - Advertising program - cost for banners, locations, overall "menu of options", renewals - UPDATE
5. New Business
 - a. Winter Sports Meeting is on 11/14/16 - Do Booster Board members attend?

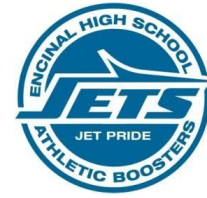
Note: October 10th Board meeting did not meet quorum - no items were formally discussed or voted upon at said meeting. All items were postponed to November 14, 2016 meeting.

Next Booster meeting: Monday, December 12th, 6:30pm, 1400 Webster St., Alameda

Athletic Boosters – Board Meeting

Minutes - DRAFT

September 12, 2016 6:30pm



1) Motion Items

- Motion 1 Approve Minutes from 8/29/16 Booster meeting
 Initial Motion: Dave Skaff
 Second: Gladys Kathman
 All in favor

2) Discussion Items

- a. Athletic Directors Report - Required Athletic Paperwork continues to be a problem. Students on active teams that are missing any signatures or paperwork will be pulled until items are resolved.
- b. Teams need player/parent liaisons to help organize paperwork - all details were discussed at the fall coaches' meeting; however, the issue of privacy came up. Would it violate district policy to have a parent helper (non-district employee) collecting personal medical information for players? This item requires further discussion and clarification from School site personnel is needed. Also, can docusigning or e-signatures be accepted in place of wet-signed forms? If so, we can add all forms to the internet for signature to avoid misplaced paperwork.
- c. There needs to be better communication between coaches / school staff / booster board. Items are being unaddressed in timely manners due to lack of communication. How can this be addressed?
- d. EHS staff are looking to hire an athletic trainer at 25 hours a week. Cost is \$29,500 a year and the trainer would come from Children's Hospital, who also subsidizes half the cost of the trainer. A sub will be needed in case home and away games conflict.
- e. Parent Diana Fong offered custom mouth guards for student athletes.
- f. Booster fees need to be raised within the next 2 years to cover additional expenses.

3) Treasurer's Report

Current balance in Booster account is \$14,200

4) Old Business

- a. Crab Feed
1. Acquisitions - Early feedback and donations are already coming in. Gladys has been steadily contacting people via e-mail. Acquisitions needs more people. Board wants to ask Bill Collins (see sign in sheet from 9/12/16 meeting) to join the acquisitions committee. Stress to all potential donors that there is a tax benefit to be had by donating. Incorporate social media.

2. Check out - New chairperson in charge of check out is Kate Stiling
 3. Christine Johnson is volunteering for decorations and set-up.
 4. John Zenner is volunteering for bartender.
 5. Rock Wall is donating 12 cases of wine.
 6. Cleanup crew is needed. Kevin Gorham and Lani Molina are going to address that with student volunteer staffing.
 7. Anyone can volunteer, including court-ordered volunteers, as long as it's a misdemeanor and not a felony.
 8. Student Community Service from previous years is being updated in student files by Kevin Gorham and Lani Molina. Students with questions should see Kevin Gorham.
- b. Snack Bar
1. Due to misplacing of items and possible theft, Gladys Kathman has collected all snack bar keys with the exception of 1 padlock key for the shed from Jorge Jimenez. Keys must be checked out by a Booster Board Member only from Gladys.
 2. First aid bags and kits for coaches - School provides those for all sports. Bags and supplies are donated by 2 different vendors. See Kevin Gorham for questions.
 3. Advertising - Gladys Kathman and Kris Nelson are working on advertising banners. Current banners have been up for years with no additional income, so a rate sheet is public notice are needed.
 4. Boosters is looking for someone to be the marketing Chairperson. That person would be the liaison between clients and the Booster Vice Presidents.

5) New Business
None

Meeting adjourned at 8:09pm

Attendees

Board: Dave Skaff, Kris Nelson, Jorge Jimenez, Gladys Kathman, Marie Long

Other: Kevin Gorham, Lani Molina, Christine Johnson, James Pixton, Bill Collins, Kate Stiling, Diana Fong

2016-2017 IMPORTANT DATES

SEPT 12 Booster Meeting

Next Booster meeting: Monday, December 12th, 6:30pm, 1400 Webster St., Alameda

SEPT 23	Football - Piedmont
OCT 7	Football – Mt Eden
OCT 10	Booster Meeting
OCT 28	ISLAND BOWL - Football - Alameda
NOV 4	HOME COMING - Football – San Lorenzo
NOV 7	Start of Winter Sports Season
NOV 14	Winter Sports - Family Meeting (Booster meeting)
DEC 12	Booster Meeting
JAN 9	Booster Meeting
FEB 6	Start of Spring Sports Season
FEB 13	Spring Sports - Family Meeting (Booster meeting)
FEB 25	Crab Feed
MAR 13	Booster Meeting
APR 10	Booster Meeting
MAY 8	Booster Meeting
MAY 18	Athletic Banquet
JUN 9	Encinal Graduation
JUN 12	Booster End of Year Meeting

Next Booster meeting: Monday, December 12th, 6:30pm, 1400 Webster St., Alameda

FOOTBALL SCHEDULE - All Highlighted games are home games.

Sat., 8/27/16	4:00pm	7:00pm	Irvington High, Tak Fudenna Stadium, 38442 Fremont Blvd, Fremont
Fri., 9/2/16	4:00pm	7:00pm	HOME GAME (Terra Linda) - <i>Football staffs snack bar</i>
Sat., 9/10/16	4pm	7:00pm	Paradise High, (using Harrison Field in Oroville, CA) 1920 Veatch Street, Oroville, CA (all day trip)
Fri., 9/16/16	4pm	7:00pm	Harker High, 500 Saratoga Ave., San Jose
Fri., 9/23/16	4pm	7:00pm	HOME GAME (Piedmont) - <i>Water Polo staffs snack bar</i>
<i>League Begins</i>			
Fri., 10/7/16	4:00pm	7:00pm	HOME GAME (Mt. Eden) - <i>Football staffs snack bar</i>
Thu. 10/13/16	4:00pm	----	Piedmont High, 800 Magnolia Avenue, Oakland
Fri., 10/14/16	----	7:00pm	Hayward High, Sunset Field the corner of Sunset Blvd. and Wester Blvd., Hayward
Thr. 10/20/16	3:30pm	----	Arroyo High, 15701 Lorenzo Ave., San Lorenzo, CA
Fri., 10/21/16	----	3:30pm	Arroyo High, 15701 Lorenzo Ave., San Lorenzo, CA
Fri., 10/28/16	4:00pm	7:00pm	HOME GAME - ISLAND BOWL! Staffed by Boosters
Fri., 11/4/16	4:00pm	7:00pm	HOME GAME (San Lorenzo) - <i>Staffed by Boosters</i> Homecoming Night & Senior Night

Next Booster meeting: Monday, December 12th, 6:30pm, 1400 Webster St., Alameda