

Athletic Boosters – Board Meeting

Meeting Minutes

July 25, 2019 6:30pm - Pier 29 Restaurant



Attending: Lani Molina, Charles Penalver, Helene Onaga, Andrea Hoy, Suzanne Vinson, Sasha Vinson-Aninipot, Vincent San Nicholas, Kevin Gorham, Yenju Chen, Amos White, and guest, Doug Waite CPA

Board members not in attendance: Scott MacAskill, Todd Roloff

→ 6:30 Meeting Called to order

- ◆ No Old Minutes

→ **Athletic Director's Report -Lani/Kevin**

- ◆ Fall sport conditioning started. Football officially starts August 5th. Other Fall sports start August 12th. First Football Scrimmage will be August 16th at Estuary Park. Lani has processed 200 fall registrants so far this summer. She is working with coaches to implement the stricter AUSD rules to not let students participate until they have registered with Family ID and have their Sports physical. This has been lax in the past. Lani making a Coaches Handbook that she will share with Boosters.
- ◆ There will be a AUSD Coaches meeting on August 1st from 6:00-8:00 pm at the District office to talk about the new changes. Any Athletic Boosters members are welcome to attend.
- ◆ Lani proposed that Boosters stop paying the WACC dues. The Athletic Dept. would like to take back paying these fees, possibly "phasing" in the takeover...Boosters pay the Fall WACC dues, and AD will pay the Winter and Spring sports dues. The only reason Boosters ever started doing this is because the district did not have a way to pay before the parcel tax and some sports were on the chopping block. We have three more years on the parcel tax. It was suggested that Boosters pay for the more fun "tangibles" that donors and members can see how their money is being spent such as uniforms, etc. AD will bring the teams wish lists to Boosters. AHS Boosters do not pay the WACC dues. There was concern of Boosters carrying a "high balance" We have to stay under \$50,000 or we don't qualify as a non-profit. We will check in with this plan each season for evaluation to see if it is working.
- ◆ Alameda High School's water sports teams will be practicing at Encinal Pool this year while Emma Hood pool is under renovation. Scheduling will be tricky. They are also working on getting lights for EHS pool.
- ◆ Facility use priority has changed. New priority will be:
 - Group 1) Schools
 - Group 2) AEF, Boosters, Sports related non-profits
 - Group 3) Non-profits not related to the schools

→ **Treasurer's Report - Vince**

- ◆ No Budget yet to review.
- ◆ Current Account Balance is \$39,000. \$15,000 of this is Team fees. We are expecting to pay about \$14,000 in Fall WACC fees. This year we will have an extra \$1,700 in dues to pay because we underpaid last year. WACC will tack it onto this year's fees.
- ◆ Our Non-profit status was revoked due to non-payment of State taxes for the 2015-16 and 2016-17 school years. Previous Booster treasurer only filed Federal taxes.
- ◆ Doug Waite, CPA spoke about what he would propose we do, and how he could help us get reinstated quickly. He will file a 3500 with the Franchise Tax Board as a kind of "Mea Culpa" asking for reinstatement of our status in two months. We also need to work on name changes/signatory at the bank. He would like to set us up with Quickbooks account to get up to speed and going forward for easier tax returns as well as apps that will make all of our budget creation & accounting easier. Doug will give us a proposal

for his services. He charges \$135/hr for tax prep and \$85/hr for accounting and will give us a non-profit break. Our 2018 taxes will be due November 15th.

- ◆ We should list our “pass throughs” or in other words, all the groups such as “Grad Night committee” and other school teams that use Boosters as a way to collect and hold their money as sub accounts within Boosters. AHS does this and their Boosters “donates” money into the sub-accounts to keep their balance under \$50,000.
- ◆ Doug Waite will act as our Auditor this year as we do not have this board position filled and we have a mess to clean up first before a regular auditing of our books.
- ◆ If an individual or business wants to sponsor an athletic event (for example David wants to sponsor a Water Polo tournament) Money should go to Boosters, then Booster will pay for the tournament and any extra money left over will go to that sport’s team. Many teams do this to skip the AUSD bureaucracy.

→ Old Business

- ◆ Use the Booster gmail account and the Google Drive. All documents are housed there. Mailchimp works well for mass mailings (we have the free version, so we have limits)
- ◆ Booster website needs updating. Amos to get current information on so the links don’t take the viewer to old outdated information. Lani has only put links for league calendar.
- ◆ Booster to get a P.O. Box. EHS mail unreliable. Vince made a motion that we get one. Helene seconded. **VOTE: All in favor. None opposed.**

→ New Business

- ◆ When to have regularly scheduled Booster Meetings? Historically meetings were on Mondays because no sports games/meets are not on Mondays. Mondays and Thursdays don’t work for current board. Decided to try **3rd Wednesday of each month.** Amos to put next Board Meeting, August 21st at 6:30, Pier 29 on the website.
- ◆ Fall Sports Night: Monday August 26th at 6:30 in the EHS Cafeteria. Boosters to have a table to sell Memberships and EHS Merchandise. Amos will bring his i-pad that Boosters can use to sign up members. Vince to provide Squares for Yenu to take payment. Amos to put the Fall Sports Family Night on the Booster website. Booster President always gives a talk about Boosters at the Sports night and the rest of the board should be there to help at the table and to promote and answer questions.
- ◆ Snacks at Games: Boosters and teams no longer allowed to sell anything other than pre-packaged snacks at games and sporting events, as there is no running water out in the container/shed it’s a health code violation. EHS kitchen not a possibility unless a licensed food prep person is cooking it. Idea of Boosters paying for Food Trucks- as long as they don’t sell pre-packaged stuff that competes with sports teams selling the pre-packaged snacks. Need to find a way to keep spectators at cold football games happy with hot food and drinks. We need to send Lani specific questions to ask about how to get Food Trucks approved by district.
- ◆ President’s Volunteer Service Award - Suzanne - Shelved for next meeting
- ◆ Crab Feed - Next meeting
 - Date Set? 2/28, 03/5, 3/12 (Feb break is 2/17 - 2/21)
 - Site rental is verified?
 - Donations?

Addendum Vote via email on July 26, 2019:

Lani proposed that Boosters pay for the food and drink at the Coaches Forum August 1st.

Helene made a Motion that approve \$150 for the Coaches Forum Food/drinks and we add this as a line item to our new Budget as something Boosters pays for each year.

Vote: All in Favor. Non opposed.

Next Month’s meeting: August 21 at 6:30 Pier 29