

# Athletic Boosters – Board Meeting

## Meeting Minutes

November 20, 2019 6:30pm - EHS, Room 605



**Board Attending:** Kevin Gorham, Andrea Hoy, Suzanne Vinson, Sasha Vinson-Aninipot, Yenju Chen, Todd Roloff, Vince San Nicolas, Charles Penalver, Mike Brownlee (*Team Rep Girls Volleyball*)

→ 6:34 Meeting Called to order

**Approval of Minutes: Unanimous Vote to approve pending correction/clarification about the Waterpolo ball purchase.**

→ **ATHLETIC DIRECTORS REPORT -Kevin**

- ◆ Discussion about whether we should have team reps come all year long or just for the season of their sport. Kevin suggested we have the Coaches pick/assign the parents/ assist.coaches to come to the Booster meetings. He favors having a rep all year long so the different sports can see what's going on with the other sports... also shows buy in to the cause of the Boosters as a whole.
- ◆ Last Friday leadership held a pep rally for the upcoming Football game and celebrated all the Fall teams' successes. Friday's game will be 7:00 against De Anza. If we win, we go onto the NCS playoffs.
- ◆ Typically Football runs on a \$80,000 budget each year. \$6,000 alone goes to renting an Athletic Trainer to be on site during games. Supervision is always a struggle. Kevin would really like volunteer help (2-4 parents or older students or alumni to run the clock and someone to help spot the plays of the game to help the announcer.
- ◆ Leadership would like to have about 5 jet gear items from Boosters to give away as prizes for lunchtime rallies.
- ◆ Discussion about whether our Tablecloths are for general school use. We thought that as long as groups ask first and wash them and return in a timely manner, as they found them it would be ok.

→ **MEMBERSHIP REPORT**

- ◆ Yenju asked for Winter Rosters. Kevin says all but Men's BBX should be complete by now.
- ◆ Maybe since we can't "sell" access to our sports games, we could word it that people are getting on the "guest list" for the season as a perk of certain higher levels of membership. Similar to what AHS does.

→ **ADMIN REPORT**

- ◆ Andrea asked for help in keeping the email clean and organized. She will be purging and re-organizing the tabs. Some files have thousands of emails in them and may be duplicates or irrelevant stuff. **Andrea to check with Amos** as he may also be going in there.

→ **MERCHANDISE/FUNDRAISING REPORT**

- ◆ Todd said he is looking to find out what sells best at what price point going forward into winter season. He feels we may have exhausted the sales potential of what we currently have for merch.
- ◆ Kevin said to use the vendor "East Bay" they are approved by district and we have a relationship with them already.
- ◆ Todd will look into putting Booster jet gear back into the storage container if possible for easy access to bring out at games. **Todd to check with Scott McAskill about key.**

- ◆ Basketball 20 for \$20 idea. (Coach asked team to ask 20 people for \$20 as fundraiser)

→ **TREASURER'S REPORT**

- ◆ We have a bank balance of approx. \$29,206 (\$10,000 is money held for the teams and \$18,685 is ours).
- ◆ Vince will meet with CPA Doug Waite on Monday. Back taxes are done, he will get an update on our nonprofit status.
- ◆ Crab Feed expenses will start soon, we will be paying just over \$3,000 on O Club rental expenses. Projected to have about \$14,000 left after Crab Feed expenses.
- ◆ Raiders check was not written correctly- bank not able to cash it. Must be made out to Boosters, not the Football team or the school.
- ◆ Our Insurance renewal comes due in February.
- ◆ For the signatory change, Suzanne needs to just go into bank and sign. Todd has already done it. Vince, Todd and Suzanne are the official signers.

→ **OLD BUSINESS**

- ◆ By-Laws- Some overlap between Yenju and Vince with Membership and Treasurer positions. Next year, we need to have a process for the membership person that is more clear.

**NEW BUSINESS**

- ◆ All requests from Coaches or teams for money should not go directly to Boosters or any member of Boosters board. All financial requests must go to Athletic Director first. The AD keeps track of all needs, then decides what the AD will pay for and what Boosters will pay for. This is the only way the AD will get a sense of the overall budget of what it takes to run the Athletic program at EHS and how and how much Boosters will be called to step in and assist in payments.
- ◆ We need to clean house and look into the possibility of removing Grad Night as a financial holding of Boosters. Grad Night has nothing to do with Athletics and is outside of our mission. It's been a convenience to hold Grad Night money and use our insurance for the seniors' event, but we should take steps to house that money elsewhere. **Andrea to check with PTSA to see if they will handle it. We can help them set up any needed insurance if needed.**

Meeting Adjourned 8:10.

Next Month's meeting: **December 18 at Pier 29 6:30pm**