



Booster Board Meeting Minutes November 4, 2019 - 6:00 pm Sheyenne High School

President Amy Beaton called the Mustang Booster Meeting to order at 6:00pm

Present (22): Amy Beaton, Chad and Jennifer Raan, Bryan and Lisa Schulz, Wade Frank, Ed and Melissa Krystosek, Jerilyn Sellheim, Mike and Sheri Srnsky, Ray and Jill Boehme, Ross Richards, Chris and Ali Clemenson, Michelle Wright, Leslie Wegner, Michelle Angus, Mark and Lisa Teckenburg, Tom Kirchoffner

Minutes of the following meetings:

- October 24, 2019 meeting minutes reviewed. Motion to approve by Mark Teckenburg, second by Ed Krystosek.

Financial Report: (Bryan Schulz)

- Bryan Schulz reviewed the financial reports. Total checking and savings balance of \$79,100.60. Motion to approve by Ray Boehme, second by Sheri Srnsky.
- The Boosters gave \$3.00 to each student attending the football playoff game on November 1. A total of \$900.00 was used.
- Bryan will be working on taxes in December.

Old Business:

- Funds Request Form Updates – Three updates to the form used to request booster funds were proposed.
 1. Student groups requesting money will be asked to note on the form any date(s) they worked concessions the year prior. This new requirement is to encourage groups to work concessions as a way to help out and also earn money for their sport, club, event, etc. Coaches and group advisors will be notified of this change. Initially, the Booster Club will require that a group work concessions at least one event in order for them to qualify for a funds request the following year. For example, a group needs to work concessions at one event during the school year 2020-21, in order to request funds during the next school year 2021-22. This requirement will be waived the first year for new student groups.
 2. Funds request form currently requires 3 quotes for fund requests over \$2,000. Proposed change is to increase this amount to \$5,000; to be more in-line with the school's policy.
 3. Funds request form indicates a copy of the receipt be provided to the Booster Club no later than 14 days after the funding item has been purchased. Proposed change is to add a check box or other to indicate a receipt has been received.

Motion to approve all three proposed form changes by Bryan Schulz, second by Jill Boehme. Jerilyn Sellheim will provide proposed concession requirement language to Amy Beaton to update the form.

Committee Reports:

Spirit: (Amy Galde and Leah Hustad)

- Nothing to report.

Membership: (Ray and Jill Boehm, Betsy Dodds)

- Nothing to report.

Corporate Sponsors: (Mark Teckenburg, Eric Dodds, Ed Krystosek)

- There is one open advertising spot on the football field.
- Committee is still working on restructuring corporate sponsor program and combining advertising options between fields, etc.
- Mark met with Essentia regarding ad space, but no response received from Essentia.
- Due to structural rating of the fence surrounding the football field, new windscreens are not an option.
- Still working on bleacher jersey. It was approved by West Fargo School District. Hope to find corporate sponsor to offset cost.
- Looking for landscape company for potential corporate sponsorship advertising in return for windbreak landscaping around the football field.
- Eric is working on the flyers that include corporate sponsorship ads, so they can be printed for sporting events.

Communications/PR: (Chris Clemenson, Mike Srnsky, Wade Frank)

- A meeting will be scheduled to work on the new website. Will work to complete website transition, so that it can be used for the RoundUp (i.e. ticket sales, etc.).

New Business:

Booster Board Meeting locations: Booster Board meetings in December, February and April will be held at SHS in the multipurpose room.

Funds Request(s):

- Football Banquet – Funds request received from Kelly Terhark and Jennifer Goldade for the amount of \$400.00 to assist with the end of year football banquet. Number of participants is 131. Booster funding guideline for an end of year banquet with 100 or more students participating is \$300.00. Motion to approve \$300.00 for the football banquet by Mark Teckenburg, second by Bryan Schulz.

Money for students attending EDC/State events:

- Boosters discussed possible changes to how students are provided money or free entry into post-season EDC and State events occurring within the West Fargo – Fargo area. Boosters want to continue to encourage and assist students in attending these events. Discussion will continue about possibly changing the process (i.e. tickets instead of cash, track attendance number and reimburse school directly, etc.).
- In an email dated October 29, 2019, a motion was made for Boosters to provide \$3.00 to Liberty and Sheyenne students who show their student ID when attending 2019-20 post-season EDC and State events that Sheyenne HS is competing in and are occurring within the West Fargo-Fargo area. Motion to approve by Amy Beaton, second by Wade Frank (first to respond to email with “yes” vote).
- Total dollar amount given to students for each event was also discussed. In order to make this amount as consistent as possible between events, it was proposed to determine a maximum amount given for a single event. Motion to set the maximum amount of money given to Liberty and Sheyenne students when attending a post-season EDC and State event that Sheyenne HS is competing in and are occurring within the West Fargo-Fargo area at \$900.00 by Mark Teckenburg, second by Sheri Srnsky.
- Football, volleyball and swimming all have EDC events in the West Fargo-Fargo area within the next week. Chris Clemenson will create a Sign-up Genius for these events, so Boosters can volunteer to hand out money to students.

Other Items:

- Sheyenne Athletic Director Updates (Ross Richards):
 - Fall sports coming to an end, with several teams and individuals doing well at EDC and State. Several winter sports starting within the next few weeks.
 - Activities Office personnel have been working on programming the electronic corner sign. If training is needed, Ross will notify the Boosters if any assistance is needed – financial or other.

- Concessions (Allison and Wade Frank):
 - Jerilyn Sellheim provided an update on Fall concessions.
 - Jerilyn Sellheim also reported on a change regarding her purchasing process. Historically, Sam's Club held the West Fargo Public Schools' charge information within the store. Jerilyn has been using a purchase order to make purchases from Sam's Club. Recently, the process has been changed whereas the WFPS charge card is being kept at the district office. Since multiple people use the charge card, there have been instances where it is not available or Jerilyn has spent numerous hours tracking it down from a previous user. Until an alternative process is determined, Jerilyn will continue to use the WFPS charge card when available. In the event, the card is not readily available she will use the Booster club debit card.

- RoundUp Update (Amy Beaton, Allison and Wade Frank)
 - Kick-off meeting tonight following the board meeting. Committees will be assigned.

Meeting adjourned at 7:25pm. Motion made to adjourn by Ed Krystosek, second by Mark Teckenburg.

Next Meeting Date – Booster Board meeting December 2, 2019 – 6:00pm at SHS Multipurpose Room.