



Booster Board Meeting Minutes August 5, 2019 - 6:00 pm Brewtus Clubhouse

President Amy Beaton called the Mustang Booster Meeting to order at 6:07 pm

Present (13): Amy Beaton, Chad and Jennifer Raan, Bryan and Lisa Schulz, Ray and Jill Boehme, Mike and Sheri Srnsky, Amy Galde, Mark and Lisa Teckenburg, Wade Frank

Minutes of the following meetings :

- June 3, 2019 meeting minutes - One correction to the minutes in the Committee Chairs section. Communications / PR Committee members listed should be Wade Frank, Mike Srnsky, and Chris Clemenson. Eric Dodds should be, and is, listed for Corporate Sponsors Committee. Motion to approve with one correction by Amy Galde, second by Mark Teckenburg.
- July 8, 2019 meeting minutes reviewed. Motion to approve by Amy Galde, second by Mark Teckenburg.

Financial Report: (Bryan Schulz)

- Bryan completed a review of financials and corrective actions / updates as needed. Bryan had assistance from accounting personnel and asked that the Boosters purchase a gift card as a thank you. Motion to purchase a \$50 gift card by Mark Teckenburg, second by Jill Boehme.
- Discussed possibility of having an annual audit of financials performed. Discussion to continue at future meetings, including possible accounting firms / professionals.
- Twenty \$500 scholarship checks being mailed to awardees' schools tomorrow.
- Bryan received email from WFPS re: facility rentals – contracts. Jennifer Raan will follow up with Alison Chesser in Activities Office to determine if it applies to the Boosters use of SHS multipurpose room for meetings.
- Account balance: \$51,762.40. Motion to approve by Ray Boehme, second by Wade Frank.

Old Business:

- Counselor Petty Cash Fund – Bryan S. received money remaining in this account from the past school year. When account is funded for upcoming school year, counselors will be reminded to keep records of all expenses, including receipts whenever possible.
- Graduation Live Stream – Amy did not receive a response from Pam Cronin.

Committee Reports:

Spirit: (Amy Galde)

- Homecoming football game starts at 7:00pm – asked Ross if possible to change game time to an hour earlier, so students section won't leave game so early to attend dance. Ross Richards will ask if possible.
- Question was raised about Booster involvement in Homecoming bonfire. Bonfire festivities were taken over by the Student Ambassadors.
- Amy has been working with Student Council on ideas for Stampede week. Student Council has taken over full responsibility for funding and selling Stampede week t-shirts.

- Totes with spirit items are in storage unit (foam fingers, beads, sunglasses, etc.). Discussed handing out the items at Fall events to students.
- Parents and students at Liberty registration today asked about Mustang t-shirts at the Booster Membership table. Amy G. will look into possibility of online store or other.

Membership: (Ray and Jill Boehme)

- The Boosters will have a table at Liberty and Sheyenne school registration days. There were 19 memberships purchased/renewed today at Liberty. Still some open spots to help at Liberty tomorrow and Sheyenne tomorrow and Thursday. Booster Club tablets did not work today for credit card sales – Jill and Bryan S. working to update.
- Membership gift for 2019-20 is a stadium chair. Chair and screen print purchased from Scheels. Hope to have available for pick-up at Back to School Night on August 22. Jill will create a Sign-up Genius for Boosters to volunteer at Liberty and Sheyenne to distribute chairs.
- All personalized signs are up for the reserved parking spots and football package purchased at the RoundUp. Just need to contact purchaser of football package to choose their reserved seats.
- Bryan S. is putting together a list of West Fargo businesses (approx. 2,500) to do a mailing for potential memberships / corporate sponsorships.

Corporate Sponsors: (Mark Teckenburg)

- Corner pillar sign – all businesses are up for renewal in December. Also working on field sponsors.
- Met with Marketing personnel at Essentia about additional corporate presence at Sheyenne.
- Football windscreens are on hold until fence stability questions fully answered.
- Guest bleachers at football field being looked into, hopefully by next season (2020-21).

Communications/PR: (Wade Frank)

- Working on new website. Will continue to work towards online membership renewal / registration for next year (2020-21).

RoundUp: Nothing to report.

New Business:

- Funding Request – Volleyball: A volleyball parent requested money to purchase baskets and collapsible clothes hampers to be used to transfer water bottles and warm-ups between benches during matches. Motion made to request parent to ask the volleyball coach first for the money, since there may be funds in the team's Fund60 account. Motion by Mark Teckenburg, second by Sheri Srnsky. Amy B. will contact the parent.
- Fall Activities Meeting – Amy B. attended the meeting and presented information about the Booster Club.
- Post Prom and Post Grad Committee questions – Leslie Wagner reached out to Amy B. with multiple questions. Board agreed that since the questions mainly had to do with requesting approval for fundraising, Amy will forward the questions to Ross Richards in the Activities Office.
- Storage Unit – A parent reached out to Amy B. looking for a "Game Day" lawn sign. Boehmes will check the storage unit for it. The parent also asked Amy if the Boosters would like to take over the responsibility for putting up and taking down these signs for sports and other events. The Booster Club donated the money for the signs to be purchased, but have not been involved with the use of the signs. Amy will respond to the parent, suggesting she contact the Activities Office.
- Fall Booster Social – Mark Teckenburg made a motion to approve up to \$1,500 for a Fall Booster Social at Brewtus Clubhouse following the Homecoming football game on September 6, 2019. Second by Amy G.

Other Items:

- Sheyenne Athletic Director Update (Ross Richards) – Practice for Fall sports have officially started. There have been some delays on the football field turf, re-finishing basketball courts, and construction of tennis courts. Projects are catching up and should be completed within the next few weeks.
- Concessions – Amy B. talked to Jerilyn Sellheim about continuing with her position. She wants to continue as Concessions Coordinator. Amy B. will look for the job description and we can discuss creating a contract for Jerilyn.
- Booster Board Member Activity Passes – Bryan S. is currently creating a list of Board members and corporate sponsors for Alison Chesser in the Activities Office. She requested a list so she can create activity passes.
- Microsoft Office – Boosters have been using Keith Urlacher’s Microsoft Office account through WFPS. Jennifer has received some error messages when trying to create Word documents. Amy B. will contact Ross Richards about getting the Boosters a separate account.
- Booster Meeting Agendas and Minutes posted on website – agendas and minutes have not been posted to the website for the last several months. Booster documents are always available upon request. This had been discussed previously, with a decision that we would wait for the new website to be completed before posting more documents.
- 2019-20 Booster Board Members listed on website – Amy B. will ask about updating the list of board members on the Booster website.
- Meeting rooms for Booster Club meetings – Jennifer has requested Alison Chesser, Activities Office to reserve the SHS Multipurpose Room for the meetings open to all Booster membership. Jennifer also spoke to the Manager at Brewtus Clubhouse about the continued use of a meeting room for the Board-only meetings and provided him with the meeting dates 2019-20. The Boosters have a room at Brewtus through October 2019 and will confirm again at that time, since Brewtus has mentioned possibility of closing a few nights each week during winter months.

Meeting adjourned at 7:54pm. Motion made to adjourn by Wade Frank, second by Bryan Schulz.

Next Meeting Date – Open Booster Member meeting September 9, 2019 – 6:00pm at SHS Multipurpose Room.