

# **SHERWOOD HIGH SCHOOL ATHLETIC BOOSTER BOARD MINUTES**

Date 6/11/2023 @ 6:00pm

## **BOARD MEMBERS:**

### **AS OF 6/11/2023**

<b>Role</b>	<b>Board Member</b>	<b>Present</b>	<b>Not Present</b>
President	Josh Munger	x	
Athletic Director	Katie Hartman	x	
Vice President/Social Media	Christy Duitman	x	
Secretary	Jocelyn Sherrick	x	
Treasurer	Tryna Hermanson	x	
Concessions Coordinator 1	Joline Stutesman	x	
Concessions Coordinator 2	John Poore		
Auction Chairperson 1	Katie Nordstrom	x	
Apparel Chairperson 1	Tiffany Cline	x	
Apparel Chairperson 2	open		
Website Master	Ethan Kurtz	x	
Sponsorship Coordinator	Open		
Stadium Coordinator	Melissa Burlingame		
Member at Large (Scholarships)	Katie Norris	x	
Member at Large	Mark Flint	x	
Member at Large	Lynda Bradshaw		

## **Open Board Positions Discussed:**

### **PRESIDENT:**

Oversee all aspects of the Sherwood Booster Club, sit in on meetings lead by other board members, opening and closing concessions, procurement.

### **VICE PRESIDENT:**

Supports president in overseeing all aspects of the Sherwood Booster Club, sits in on meeting lead by other board members, open and closing concessions, social media support and Auction/Auctria support.

### **SPONSORSHIP:**

FSM arranging sponsors to receive banners that line fields, top giver, Coin toss sponsors, (football: meeting the sponsor at sideline introduce them to refs and explain their responsibility as the coin toss sponsor, basketball ½ time sponsors) Fundraising (giving Tuesday, Langers "Giving Monday" and stadium seats) auction committee member, Opening and closing concessions

### **AUCTION 2, 3, 4:**

Support auction Chairperson 1, set for October 14, 2023, live event this year at the Sherwood Center of Arts, donation items, coordinate with coaches for gifts and increase paddle raisers.

Last year we raised \$40,000 and we are hoping to increase the donations this year with our live and online event. (We visited Stayton to get ideas of how their event is ran, their auction raised \$200,000 and has over 50 volunteers plus student athletes working the event), Opening and closing concessions

**CONCESSIONS 2, 3, 4, 5 & 6:**

Support concessions Chairperson 1, contacting coaches to set concessions schedules (from High school website and OSAA sites) and help coached arrange sports parents to work concession events, purchase food (Costco and US Foods), Stock concession stands, Inventory, meeting vendors for football games, Open and close concessions.

Current board voted on all members that were nominated/volunteered for open positions. See below for the updated Sherwood High School Booster Club Board member list.

<b>Board Member</b>	<b>Role</b>
Dave Griffin	President
Katie Hartman	Athletic Director
Jon Dickover	Vice President
Jocelyn Sherrick	Secretary
Tryna Hermanson	Treasurer
Katie Nordstrom	Auction Chairperson 1
Heidi Johnson -odd	Auction Chairperson 2
Matt Zaniewski -odd	Auction Chairperson 3
Cory Young -even	Auction Chairperson 4
Joline Stutesman	Concessions Chairperson 1
Lewis Johnson -odd	Concessions Chairperson 2
Rachael King -odd	Concessions Chairperson 3
Brad King -odd	Concessions Chairperson 4
Larissa Jones -even	Concessions Chairperson 5
Jennifer Harris -even	Concessions Chairperson 6
Tiffany Cline	Apparel Chairperson 1
	Apparel Chairperson 2
Melissa Burlingame	Stadium Coordinator
Angie Machado	Sponsorship 1
Jenny Douglass	Social Media
Katie Norris	Scholarships
Ethan Kurtz	Website Master
Josh Munger	Member at Large
Mark Flint	Member at Large
John Poore	Member at Large
Joy Dickover	Member at Large
Eric Norris	Member at Large
Tim Young	Member at Large
Billy DeBorde	Member at Large
Gavin MacCluer	Member at Large

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**REPORTS**

<b>Coach Requests</b>
<ul style="list-style-type: none"> <li>• <b>Trainer: Robin</b>  <b>Sport: All sports</b>  <b>Ask: \$437.98</b> New carts for water systems – replacement tires included  <b>Member vote: All in favor – Approved.</b></li>   <li>• <b>Trainer: Robin</b>  <b>Sport: All sports</b>  <b>Ask: \$325.00</b> New attachments for Normatec (ankle and smaller attachments).  <b>Member vote: All in favor – Approved.</b></li>   <li>•</li> </ul>

<b>Treasurer</b>
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	6/8/2023
US bank balance	\$58,376.29
<b>QB US bank</b>	<b>\$53,404.85</b>
Chase bank balance	\$4,742.63
<b>QB Chase</b>	<b>\$3,742.63</b>
<b>VISA balance</b>	<b>\$44.26</b>
<b>Outstanding Commitments</b>	
Girls Soccer	\$3,447.86
Volleyball uniforms	\$3,984.93
Cheer uniforms	\$10,598.80
Football headsets (\$15,000-\$4,985.34) due 2024/25	\$10,000.00
Boys Soccer	\$4,255.48
Baseball (\$7,406-\$497.12-\$3,969.41)	\$2,939.47
Girls Basketball (Paid \$900.32)	\$3,000.00
<b>Available Operating Balance</b>	<b>\$18,876.68</b>
Fred Meyer income 2022-2023	\$209.12
Amazon Smile income 2022-2023	\$213.00
Bottle Drop account	\$125.10

Balance in above account takes into account the \$10,000 that will be paid over time to Football commitment (\$payments in 2024-2025)

- Giving Tuesday (available)
- Boys Basketball \$450
  - Girls Basketball \$100 (approved 11/2022)
  - Cheer \$125 (approved 4/2023)
  - Boys Lacrosse \$25
  - Girls Lacrosse \$25
  - Snowboarding \$25
  - Boys Soccer \$25 (approved 1/2023)
  - **Grad night concessions \$1,500.**
  - **Spring Concessions \$3,993.**

<b>Apparel</b>
<ul style="list-style-type: none"> <li>• To contact Adams to order more stadium logo seats</li> <li>• Look to sell face temp tattoos</li> <li>• Cruise in – Saturday 17<sup>th</sup> 9:00-4:00 – apparel to be sold – sign up sheet to be email for shifts (thank you Trina for taking care of this)</li> <li>• Robin Hood Festival – Saturday July 15<sup>th</sup>. Sign up sheet to go out</li> </ul>
<b>Concessions</b>
<ul style="list-style-type: none"> <li>• Possibly offer concessions for 7 on 7 football games</li> <li>• Look into purchasing a 2<sup>nd</sup> trailer so we are able to offer concessions to baseball/softball</li> <li>• Concessions to discuss how to make lines move faster for football</li> <li>• Seek approval for cold drinks to be sold at stadium seats or opposite side of the field?</li> <li>• Dutch Bros - no longer a vendor for our football games – look to see if they are wanting to sell trailer to offer coffee drinks?</li> <li>• Next year grad night, have 4 registers open – lines were to stands – this was our first year providing concessions</li> </ul>
<b>Website -</b>
<ul style="list-style-type: none"> <li>• Update stadium seat form on our website</li> <li>• June 12<sup>th</sup> reserved stadium seats open to public</li> </ul>
<b>Auction – October 14<sup>th</sup>, 2023</b>
<ul style="list-style-type: none"> <li>• Review proposed number of tables for each sport to sell.</li> <li>• 25 8-top tables available (\$150.00 per seat)</li> <li>• Incentivize coaches to sell tables and</li> <li>• Coaches are asked to provide a donated basket for the auction.</li> <li>• Sell seats with help from Auctria – select a seat with the sport they are supporting.</li> <li>• Options for businesses to purchase/sponsor a whole table</li> <li>• Looking for sports photos for video – avoid purchasing or having to pay for photographer to provide</li> </ul>
<b>Scholarship</b>
<ul style="list-style-type: none"> <li>• 3 stadium seats have been paid.</li> <li>• 168 seats total available to purchase.</li> </ul>
<b>Athletic Director</b>
<ul style="list-style-type: none"> <li>• Katie expressed her gratitude for all who have shown up and are looking to join the Sherwood booster Club!</li> </ul>
<b>Secretary</b>
<ul style="list-style-type: none"> <li>• Update board bylaws</li> </ul>
<b>Vice President</b>
<ul style="list-style-type: none"> <li>•</li> </ul>
<b>President</b>
<p>Josh to do to finish out his role as President.</p> <ul style="list-style-type: none"> <li>• Turn in bottle drop cans and bottles.</li> <li>• Return keys to concessions to High School office – Joline to check out after that point.</li> <li>• Help move tubs to apparel trailer.</li> </ul>

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| <ul style="list-style-type: none"><li>• Give list of vendors to Joline</li></ul> |
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TIME meeting adjourned. 7:43pm

**NEXT Booster meeting will be DATE at TIME. Location: July 16<sup>th</sup> 2023, 6:00pm at Elks**