

Booster Club Meeting

October 6th, 2024 / 5:00 PM / Langers

Board Member	Role	Present	Not Present
Dave Griffin	President	x	
Katie Hartman	Athletic Director	x	
Jon Dickover	Vice President	x	
Jocelyn Schroeder	Secretary		x
Jennifer Peterson	Treasurer	x	
Haley Ellis	Auction Chairperson 1	x	
Katie Nordstrom	Auction Chairperson 2	x	
Matt Zaniewski	Auction Chairperson 3		x
Cori Young	Auction Chairperson 4		x
Larissa Jones	Concessions Chairperson 1		x
Lewis Johnson	Concessions Chairperson 2		x
Taneal Vargas	Concessions Chairperson 5	x	
	Concessions Chairperson 4		
	Concessions Chairperson 5		
	Concessions Chairperson 6		
Chad Vargas	Apparel Chairperson 1	x	
	Apparel Chairperson 2		
Cami Henderson	Stadium Coordinator	x	
	Sponsorship 1		
Jenny Douglass	Social Media		x
Joy Dickover	Scholarships	x	

Ethan Kurtz	Website Master		x
John Poore	Member at Large		x
Tim Young	Member at Large		x
Billy DeBorde	Member at Large		x
Katie Carl	Member at Large (photography)		x
Joline Stutesman	Member at Large	x	
Michelle Delozier	Member at Large		x
Jennifer Lockhart	Member at Large		x
Allison Jedan	Member at Large	x	
Jackie Stofddard	Member at Large		x

Meeting Called to order at 6:03pm

1. Coaches request- **No coaches requests**

- a. **Coach:**
Sport:
Ask:
For:
Motioned, 2nd notion - in favor
Member vote: motion passed?

2. Introduction of guests -

- a. **No Guests**

3. Disbursements and financial update - Jennifer

- a. Review Reports
 - i. **Sales Tracking**
 - Separate tracking for Concession and Apparel to improve revenue insights.
 - Missing first 4 weeks of apparel sales; Chad will provide updates.
 - ii. **Accounting Oversight (Jen)**
 - Apparel margins from previous years appear low; some sales may be hidden in Concessions.
 - Key Questions:
 - What is the financial mission of the club?
 - Should the club maintain a year-over-year reserve of funds?
 - Reviewed outstanding sports team accounts with uncollected funds.
 - Requested auction expense sheet; projected expenses around \$35K (Hailey's estimate).
 - iii. **Apparel Performance**

- Apparel outperformed Concessions in profit during last week's football game.
 - iv. **Square Package**
 - Motion to retain the \$35/month Square package made by Jen, seconded by Taneal; motion passed unanimously.
- b. Discuss Budget
 - i. We discussed needing to prepare an operating budget. Jen is working to get her arms around the financial operations and will work with committees to define a rough budget

4. Priority topics

- a. **Conversation had about prioritizing goals of the club for cap ex type items (i.e. building a concession stand near baseball, rain cover for club cover, real stadium seats)**
 - i. Donations for such items have to be tracked and set aside for the items they are donated to in our accounting
 - ii. Jolene thought a shared sheet with out ideas for the club would be a good idea and could be prioritized regularly at each meeting
- b. **Concessions**
 - i. Some of the Opening and Closing routines have changed, so please review often
 - ii. Cash drawers need to be setup on Square entering beginning cash and closing cash in the bags
 - iii. Apparel baker rack where clothing is displayed in inside concessions needs to be wheeled back in at closing
 - iv. Cash registers are not being used anymore. Cash cabinets are used for storing cash in the drawers near concession windows. Cash sales are logged in Square directly.
 - v. Because of how cash is logged (drawer open/close on Square), the deposit tags that are torn from the bags and the small paper slips are not needed anymore
 - vi. Need a code to account for tips or donations that come into concessions and apparel.
- c. **Apparel**
 - i. New order was placed two weeks ago.
 1. Some items came in before the Homecoming game.
 2. New order will restock the trailer and allow for some inventory to be held in indoor concessions
 - ii. **Booster Club shirts.**
 1. Chad will circulate a design for the group shirts and get members shirt sizes for ordering
- d. **Auction**
 - i. **Current auction status**
 1. **Next Auction meeting on the 16th at 6:30pm at Hailey's house**
 2. **Verbal commitments of \$13,500 sponsorship**

3. **We haven't sold any tickets yet. We have a month and a few days to get these sold.**
 4. **Two individuals have purchased tables**
 5. **Still looking for Sponsorships**
 6. **Still looking for Donation items**
 7. **Sponsoring tickets for all high school coaches. If coaches can't use the tickets, the person who put their basket together would be able to use it**
 8. **30 packages are in Atria.**
 9. **Matt is working on wine donations for the auction. Joy and Jon are working on beer donations.**
 10. **Hailey will push out a signup sheet for crew duties (i.e. cleanup, etc)**
- ii. **Current needs (make assignments)**
1. Need miles for a flight to Hawaii to go with a package of a free stay in Hawaii
 2. Apparel- Swag basket donation. Chad agreed to help with this
 - a. Snuggie type blanket logo'd.
 - b. Apparel voucher
 - c. Basket items with non-size dependant
 - d. Package that allows purchaser to design an apparel item with design that will be sold at the trailer
 3. Need connections to a nice restaurant downtown Portland to go with donated Thorns Tickets, Blazer Tickets
 4. Small items like \$100 gift cards to Safeway, Target.
- e. **Stadium seats (no report)**

5. Opens or other topics

- a. Members come to the next meeting with ideas for the club's development. A form will be shared that will capture ideas.
- b. The meeting on the 3rd that is already scheduled will become an Auction meeting to wrap up all details before the big event.

Next meeting:

Sunday Nov 17th 5-7pm. TBD where we will meet. Elks may still not be available. This meeting will allow for an auction recap.

Upcoming Meetings:

Sunday December 8th 5:00pm

