

Booster Club Meeting Minutes

August 11, 2025 5:00 Elks Lodge

Board Member	Role	Present	Not Present
Jon Dickover	President	X	
Katie Hartman	Athletic Director	X	
Tim Young	Vice President	X	
Debbie Marr	Secretary		X
Jennifer Peterson	Treasurer		X
Open	Auction Chair 1		
Katie Nordstrom	Auction Chair 2	X	
Matt Zaniewski	Auction 3	X	
	Auction 4		
Larissa Jones	Concessions 1	X	
Lewis Johnson	Concessions 2	X	
Taneal Vargas	Concessions 3	X	
	Concessions 4		
	Concessions 5		
	Concessions 6		
Chad Vargas	Apparel Chair 1	X	
	Apparel Chair 2		
Cami Henderson	Stadium Seat Coordinator	X	
Alison Jedan	Sponsor 1		X
Becky Deborde	Sponsor 1	X	
Cori Young	Social Media	X	
Joy Dickover	Scholarships		X
David Griffin	Web Master	X	
John Poore	Member at Large		X
Billy DeBorde	Member at Large		X
Katie Karl	Member at Large (photography)	X	
Michelle Delozier	Member at Large		X
Jason Stoddard	Member at Large		X
Jackie Stoddard	Member at Large		X

Meeting called to order at: __ 5:05__

Approve previous meeting minutes-

Discussed that minutes should be emailed out after the meeting and reviewed by all. Can post once approved.

1) Auction discussion – and action items

a. Agenda

- i. Auction chair needed
- ii. Confirm Caterer
- iii. We still need donated items for the auction. Any sponsors send to Becky or Allison.
- iv. Set date for Jen, Dave, Cami, Allyson, Jon and Becky to be trained by Patrick on Auctria (volunteers who will be uploading items)
- v. Need someone to create flyer to send to business as well as paper copies to hand out. Include tax donation info.
- vi. Start posting on social media thanks to committed sponsorships, scripts to be read at sporting events, freshman orientation, parent meetings, etc

b. Discussion Notes

- i. Need to review the auction spreadsheet and begin contacting businesses. **Action to all: Please also use your contacts and text/ask businesses that can would be interested in supporting/donating.**
- ii. Jon to reach out to Jenny Douglass to ask about media and images
- iii. Auction chair needed: Anyone have any candidates – on or off the board? We are getting critical as the Auction is coming up soon.
- iv. Sponsors need to go to Becky and Allison
- v. Caterer contract with McKillips signed?
- vi. We still need donated items for the auction. Any sponsors send to Becky or Allison.
- vii. **Action: Jon to reach out to Patrick to organized Auctria training**
- viii. Flyer – still need to have someone create the flyer to send out and handout to businesses. **Action: Cori to meet with Jennifer to come up with something.**
- ix. Need to get moving on Social to begin thanking our sponsors. Definitely want to ensure we have the donations/checks prior to posting.

- x. **Action: Jon to contact coaches regarding auction items and also create a spreadsheet to track them**
- xi. Flyers, discussions and buzz
 - 1. Buy a table and get extra scrip?
 - 2. Sign up by date (x) and get extra scrip?
 - 3. One or the other or both?
 - 4. Action: Matt to work on the script to advertise our auction night, etc.**
- xii. Parent meetings and Freshman Orientation – [Script here](#) For a good starting point as it does need modification/modernization
 - 1. Jon to take Freshman Football and Varsity Football
 - 2. Katie Karl to take Soccer
 - 3. Allie to take on Boys soccer?
 - 4. Cori to do Cheer
- xiii. Auction Ticket Purchase suggestions
 - 1. Table No discount – so 600
 - 2. If bought by 10/15, extra \$120 scrip (\$15 per person) per table
 - 3. If buy an individual ticket by 10/15 then additional \$15
 - 4. Action: Jon to reach out to wild Bills to confirm the scrip additions**

3/4 months before	<p>Commit Sponsors</p> <ul style="list-style-type: none"> ● Update Sponsorship Benefit form (see sponsorship job for notes on that) ● Reach out to past Sponsors first ● Here is link to 2025 Outreach log - is this the correct link? <ul style="list-style-type: none"> ○ Remind of \$ raised and exposure last year (give numbers) ● Update + Use Sponsorship Tracker - is this the correct link? ● Use the entire board for outreach <ul style="list-style-type: none"> ○ Who do you know?? ○ New Freshman parents with businesses and connections
	<p>Assign Jobs/Delegate</p> <ul style="list-style-type: none"> ● Fill any holes ● Bring in new people?

	<ul style="list-style-type: none"> •
	Patrick : create event in Auctria
	Pin down Pricing* <ul style="list-style-type: none"> • Tickets \$75 • Casino prices • What comes with ticket? • Table discount and table pricing
	Organize outreach document to divy up to the board to go out
	Apply for any known online requests that take time <ul style="list-style-type: none"> • Katie Nordstrom had notes on this maybe?

2/3 months before	Apply for Licenses with Oregon DOJ <ul style="list-style-type: none"> • Wild Bills will send you link <ul style="list-style-type: none"> ○ Monte Carlo (casino) ○ Raffle (amazon + casino)
	Decide on system to organize items
	Continue to Commit Sponsors ** <ul style="list-style-type: none"> • Solidify Sponsorship levels - this will be updated next week
	Team Procurement Begins <ul style="list-style-type: none"> • Reach out to teams <ul style="list-style-type: none"> ○ May need AD's help at first to get it on their radar - they respond to her better ○ See email draft in 2024 Auction docs for reference ○ If the coach isn't coordinating, keep track of who is and start communicating with them ○ Make available for questions! ○ Continue to remind so it doesn't sneak up on them, they will wait til the last second!
	General Procurement

	<ul style="list-style-type: none"> ● See below for tips ● Use the entire board (they won't really do it but it's good for them to pretend :) ● Use system put in place to keep track of items coming in <ul style="list-style-type: none"> ○ Have them put in Auctria themselves whenever possible ○ Monitor auctria listings as they come in! Ask for the details missing asap. ● Coordinate with Auction chair to make sure gathering system is working smooth
	<p>Procure Beer and Wine</p> <ul style="list-style-type: none"> ● (3ish Kegs + 9 cases of wine for 2024 event) ● Matt will procure wine
	<p>Continued Patrick coordination!!</p> <ul style="list-style-type: none"> ● Update site with sales <ul style="list-style-type: none"> ○ Tickets and Tables ○ Casino add ons <ul style="list-style-type: none"> ■ Tournaments ■ Casino cash packages ■ Amazon raffle?

- Jackie will help with checkin/registration.
- *The goal was 150 tickets sold last year. Convo with Patrick was we almost reached that goal. Someone to coordinate with Chehalem showing map of event and how many we can set our new goal at.
- Someone in charge of getting signs stating who is sponsoring what. (banner on the casino stating Casino has been sponsored by___)
- Photo booth. - tabled: Taneal working on this
- **Alison is updating the Sponsor list and each Board member will need to reach out to 5 or so and ask for Auction donations or sponsorship for the event.

2) 6:00 Coaches Request – [Link to Donation History](#)

- a. Volleyball – Jeanette Brotnov
 - i. Request: Assistance for Coaches Boxes – 5 boxes total (1 large and 4 small)
 - ii. Amount: \$2,450 (includes shipping) \$2,950 if we do all large boxes
 - iii. Discussion: Used for helping coaches hit the balls down to the kids from over the net, etc
 - iv. Approval: Approved \$2950 for the 5 large boxes if they want.
 - b. Girls Basketball – Matt Sanders
 - i. Request: New uniforms -18 home/18-away and 1 extra pair of shorts for 19 home/19 away shorts.
 - ii. Amount: \$5,572.72
 - iii. Discussion: 15-18 girls total that need the uniforms for each season, Have already designed and ordered already
 - iv. Approval: Full Amount Approved – \$5,572.72
 - c. Dance – Tricia Herndon
 - i. Request: Sideline uniforms
 - ii. Amount: \$5,396 total
 - iii. Discussion: Had additional costs this year that were not part of the budget. Successful program last year - Pom and 1st in state for Hip-hop (qualified for nationals). Have 26 kids out there. Cost to be in the program is about \$5,000 per athlete if they do all the camps, etc. They do many different fundraisers throughout the year/season
 - iv. Approval: Full amount approved - \$5,396
 - d. Discussed concession opportunities for smaller teams like dance/cheer to take advantage of those funds
- 3) Treasurers report-
- a. Jennifer sent note to Jon. We are at ~ \$73,888
 - b. Possible big ticket request items in the crystal ball
 - i. Baseball
 - ii. Boys Volleyball
 - iii. Wrestling maybe?
- 4) Concessions report:
- a. Board training on August 29th at 3pm for concession open/closing.
 - b. Signup Genius has been sent out. Need people to do 5 opens or closes this fall - https://www.signupgenius.com/go/10C0B44AAAC22A5FAC07-57615570-fall#
 - c. AD vouchers for food – Is it a donation or do we get reimbursed?
 - i. It's a donation

- ii. Only 4 home games for football this year
- 5) Apparel report -Chad
 - a. Student Key Chains tabled previously in the spring. Need an answer.
 - i. Can they provide inventory and we will cut them a check for their sales
 - ii. **Action: Jon sending email to Chad and Taneal**
 - b. Want to get in contact with Austin with PDX wraps – Chad and Matt to collaborate to help get the trailer wrapped
 - c. Good with Inventory
 - i. Putting in a small order for hats and other items
 - d. Is it possible to sell online?
 - i. Can they get something so we don't have to make a big order
- 6) Scholarship report –
 - a. Pictures of kids with what they spent their scholarship money (for example a laptop for college) and use this for social media.
 - b. Thank you note from a recipient
- 7) Stadium Seating Report.
 - a. Still have seats left to sell
 - b. Are we providing seat cushions
 - i. Should we offer the seat cushions we already tried using
 - ii. We aren't really selling at the apparel site currently
 - iii. Adams sells the cushions – Cami sending them to Adams
 - c. Tim - social media posts and Dave has put on the website. Cami - Band Booster
 - d. Cami to purchase lanyards and submit for reimbursement
- 8) **Table this topic for now** - [Booster club bylaws](#) –last update was in 2019.
 - a. Bowmen backer options vs. booster member
 - i. Different levels and rewards but don't have to change the bylaws on membership
 - b. Currently states:

ARTICLE II Members Section1.

The members of the Club shall consist of any of the properly registered Sherwood High School students; parents/guardians of those students; Sherwood High School faculty; Sherwood High School coaches; and adults working for, or living within, the Sherwood School District Boundaries.

Section 2. Every Member is a voting member and their voting authority is strictly limited to the election of the Board of Directors who is eligible to be voted into office. (See Article III,

Section 2 (d) for eligible directors.)

Any person is welcome to become a SHS Booster Club member. You become a Booster through volunteering and/or financial contributions. Every member is a voting member and their vote is strictly limited to the election of the Board of Directors who is eligible to be voted into office (See Article III, Section 2 (d) for eligible directors.)

Discussion tabled....Could be a null/void conversation if we simply keep as it is, then add the Bowmen Booster Backers (Membership Drive)

c. Address voting members verbiage.

A discussion was held on how the general booster membership vs board member duties need to be defined. This led to a discussion on voting privileges and membership quorum. An idea was having the power of vote for Board members only. Membership is allowed to attend meetings but not make the Board decision votes. To be a member you either need to donate time or money. Money donations can come from wherever. The voting option is only for within the community as currently stated in the Bylaws. The Board discussed providing a clearer definition of a booster - someone that wants to donate money to the club vs a board member who runs the day to day business and makes the votes. This item was tabled till next meeting

Board of Directors

Section1. General powers: The Board of Directors has the authority and responsibility to conduct all Club business functions, enforce Bylaws as ratified, and represent the Club in matters related to Sherwood High School Athletic functions.

Section2. Number, tenure and the structure of the Board:

(a) The number of directors of the Club shall be no fewer than 13, the exact number to be fixed from time to time by resolutions of the Board of Directors

(b) All directors shall be elected and/or appointed to a two-year term at the annual general meeting. All directors, eligible for election, shall be elected from the general membership of the Club. All directors eligible by appointment will be appointed by the remaining board of Directors

(c) Initial terms of the directors shall be staggered so that not all board positions will expire in the same year. Thereafter, each board member shall hold a specific office for one term (2 years). A director who is eligible by way of election may hold the same board position for a second term with a majority vote of the members. A director, who is eligible by way of appointment, may hold the same board position for a second term with a majority vote of the remaining Board of directors. Bylaws of Sherwood High School Athletic Booster Club, June 1, 2019 (d)

The Board of Directors shall consist of the following members:

- i. President (elected by members odd calendar years)
- ii. Vice-President (elected by members odd calendar years)
- iii. Secretary (elected by members even calendar years)
- iv. Treasurer (elected by members odd calendar years)
- v. Athletic Director (selected by School Administration and appointed by Board of Directors)
- vi. Concessions Coordinator 1 (elected by members even calendar years)
- vii. Concessions Coordinator 2 (elected by members odd calendar years)
- viii. Auction Chairman 1 (elected by members even calendar years)
- ix. Auction Chairman 2 (elected by members even calendar years)
- x. Sponsorship Chairman (elected by members odd calendar years)
- xi. Stadium Seat Chairman (elected by members odd calendar years)
- xii. Apparel Chairman 1 (elected by members even calendar years)
- xiii. Apparel Chairman 2 (elected by members even calendar years)
- xiv. Website Chairman (elected by members odd calendar years)
- xv. Drive One 4 UR School Chairman (elected even calendar years)
- xvi. Three Trustees - Members at large (elected by members one even one odd calendar years)

- 9) Updates on Booster Membership Drive – ideas for increasing membership numbers as well as fundraising.
 - a. No updates yet
 - b. Discussed people that don't want a job but want to attend a meeting
 - c. Possibly handout the meetings only – or gatherings like the training

10) Update photos on website: Club members picture – Club Picture at the concession training meeting.

Next meeting: Location;__Nollies____ Date;__September 7th__5:00pm____

Meeting adjourned at __7:23_____

Email to Tim and Dave