



Booster Club Board Meeting Mintutes

Tuesday, August 1, 2023

6:00pm - Crossroads Church

Irene Stevens, Revy Libatique, Gabriel Calderon, Teresa Travis, Vishal Nare

- I. Budget Update - No update provided
- II. Updates: Patrons not wanting to pay admission to events need to be directed to Jerry per event. Jerry is POC for gate(s). Carla has access to Connex - board to vote at next meeting for how many keys are needed

On 6/22/2023 via GroupMe Lauren called a motion to vote for Weight Room flooring renovation request from Jerry Miller. Lauren voted yes, Joy second the motion voted yes, Vishal voted yes and Gabriel voted yes total of (4) votes needed (0) votes no. Motion was granted Renovation Request of \$2,200 was approved.

a. Football Snack Shack

- i. We need to stay on top of Jerry to request (5) more garbage cans. We need to stay on top of Jerry to request repairs be made by the School Board For the damaged Fence. Lights need to be replaced by Booster Board. Shelves are 50/50 (1) set of shelves is VCS (1) set of shelves is VCJF. The Nacho machine is still missing parts that haven't been located. Pre-season cleanup/setup will be **Saturday August 12th, 2023 from 9 am - 11 am**. Teresa will make (2) copies of the door key. Create Contact List of POC's at next Board meeting

b. Gym Snack Shack

- i. Irene met with Kitchen Admin to establish guidelines which are as follows: Pest concern needs to be addressed. All outdated items need to be discarded. Boosters are approved to use the kitchen stove, all pans are Booster's. Booster to always wash dishes per event. Clean everything with only soapy water. All Booster items must be secured in bins and storage areas. Kitchen has to be spot mopped after every event. Eye Station Area must be available for easy access. Blue Roller that was in kitchen was discarded of

*Board will vote for rekeying at next board meeting only (3)
board members will have keys*

Board will vote at next board meeting about Locking cabinet

- ii. Kitchen Cleanout will be Friday August 4th, 2023 from 6 pm - 8 pm. Board Members will clean out all belongings and discard items to prep for Sanitation and Pest Appointments.
- iii. Teresa to contact Carla about refrigerator issue

c. Membership

- i. **Criteria/Benefits:** Being a member gets you into all home games for free and free popcorn or water from snack shack at home games based on availability. Members are added to Member GroupMe App. Fellowship with like minded members. Members stay up to date with current School Events. Members Enjoy Member meetings with prizes, good food and networking. (5) volunteer hours to be tracked via signupgenius. \$25 membership fee - voted to increase
- ii. **Member Shirts** - no longer promoting membership with shirts due to it not being cost effective. Replacing membership shirt with silicone wristbands(dated year of color red). Teresa will shop for wristbands and place orders. Estimated wristband order of (200) which equals \$1.37 per bracelet before setups fees and taxes. Suggested charge of \$2.00 if Member losses bracelet. Board to create a binder/format to track and keep volunteer sign-up geniuses. Teresa will add the POC option to SignUp Genius for Board Access. Vishal will update the newsletter about membership. Vishal will update member information by adding a Qr Code to the newsletter. POC's to collect/verify volunteer attendance per event via a sign-out sheet

Board will vote what to do with current inventory of Member Shirts at next board meeting

- iii. **New family orientation:** Revy will POC table(s) per orientation. Vishal will create an event campaign in groupme for Board members participation for staffing orientation table. Revy will send out message to Booster members to choose best dates for 2023-2024 Member Meetings

Board will vote for Membership drive at first home football game at next board meeting

Board will vote for Member meeting schedule for '23-'24 school year at next board meeting

III. ESPY's

Lessons learned: We need more servers plus we need servers assigned to buffet lines so food doesn't run out. We need to set up (2) food areas. We should buy disposable nice plastic plates and utensils instead of renting. We have to have a replacement trophy for misspelled name (to discuss matter at next board meeting). We must Verify name spelling despite Athletic Dept reviewing multiple times, names were still misspelled on slides and trophies. We Need a replacement trophy faceplate for Zaylon Aldorondo. We Need to shut ticket sales off earlier to allow for wiggle room on the number of tickets left. We Need assigned tables for presenters. Do we sponsor presenters in the future? We did not go in order of script (we skipped awards and grit videos). Someone needs to be available in case something needs to be communicated to hosts. Lauren was trapped behind a video/audio booth with no one on the board responding to texts during the event. Some announcers did not announce nominees, only winners. Running out of food. No labels on food. Too many food options. Harvest audio/visual system glitching multiple times, causing interruptions to show. Award drama & Courage Award. Need to be more involved in winner selections and vetting criteria. Too many unplanned speeches that ate up time. Despite saying multiple times that setup/cleanup was a board all hands on deck, only a few board members helped. Cleanup took until midnight because of lack of help (scrubbing food out of carpets, transporting items back to connex, etc.) If agreed, ESPY plans to be led by the Booster board. We can still have regular members on the planning team but just not lead/head it to avoid what happened this year. Research new venue options (with room for additional seating and a more reliable A/V system) Plan to meet in October as a group to start building out a timeline of to-do's of the event so we are ready to hit the ground running in January. Pick a date (suggested Friday, May 17th based on all school calendar)

Good takeaways: (1) group of staff for set-up, (1) group of staff for Decor. We now have a fully functioning presentation deck FOR FREE. Setup volunteers rocked it and the decor looked great. Quality of the meal for the ticket price was great. ESPYs-ticket pricing may need to raise per adult due to cost of inflation. Board will need to vote on this issue at the next board meeting. Continue with sponsor tables. **Action items** - Start recruiting hosts for next year

- IV. Next Meeting - Lauren will post a vote in groupme TBD
- V. Closing Prayer - Irene Stevens

