

MANSON BOOSTER CLUB

Meeting Minutes

Date: March 1, 2024

Location: Lake Chelan Boating Club

Present: Fred Miller, Jarred Teague, Cappy Peterson, Nancy Morfin, Hilary Richmond

Meeting was called to order, 9:01 am.

Agenda and Minutes were approved.

Old Business:

1. The new registered agent is President and Secretary; Hilary Richmond. The form has been filed with the State of Washington. Amended and Restated Bylaws have been approved by the Board.
2. Insurance: The board will sign up for D and O Insurance only and will purchase a certificate of coverage for individual events on an as needed basis. We will purchase insurance in June for the new fiscal year.
3. Bank Accounts: Jarred Teague (Tres.), Hilary Richmond (Pres and Sec.) and Fred Miller (Member) will meet with Erik Nelson at Edward Jones to establish an investment account for scholarship and transfer funds from an existing account held in Bellevue. They will also add banking privileges at Wells Fargo, deposit a check and open a market or savings account.
4. President and Secretary Hilary Richmond provided a review of meetings with other booster clubs (Braxton Jessup at Waterville and Liz Martinez at Chelan). Waterville recommends looking into ASB and Booster Club rules. Waterville says to be sure to spread funding around equitably and recommended offering teachers grants for extra learning opportunities. Waterville and Chelan encourage us to keep up with communication to ensure we don't take over school responsibilities. Chelan suggested reaching out to Robin Hansen. She served as Secretary and Treasurer of Chelan Boosters. A trailer is a great option for storing all of our supplies. Chelan recommends PrintMade for merchandise. Chelan recommends attending coaches meetings. When setting up the QR Code, be sure to select the "unlimited" option. Send a monthly e-mailer with Booster Club news and an annual letter to members for re-joining membership. Chelan recommends Stripe for credit card transactions. We will also look into SquareUp and offer cash membership purchases at events. Be sure to advertise membership at sporting events and back to school orientation. Utilize the commons screen for Booster Club events; streaming play off games, listing game schedules, player highlights and members list. Use the reader board in the gym to stream member names. Document the message to coaches and club managers, "Unless you ask, you don't know." The board agreed that sponsors will sponsor for the year rather than the season. Cappy will look into banner costs.
5. The Manson Booster Club shared google drive has been created and is being used by the group.

6. We now have a Canva Pro Account at no charge for the development of marketing material.
7. Logo options were reviewed and approved.

New Business/ Open Discussion:

1. Website Development; Jarred, Hilary, Nancy and Cappy will meet with Vicki Valdevinos on Wednesday, March 6th from 3-5 pm at the Lake Chelan Boating Club.
2. Membership development; the booster club will charge members \$30 per year., teachers memberships will be \$10. There will be a tab to donate more.
3. Document creation; Hilary will work on a membership form.
4. Marketing pages; Instagram and Facebook Page will be created in the future.
5. At some point this spring we will schedule a meeting with all interested parties; PTAC, Superintendent, Athletic Director, ASB and All Principals.
6. At some point this spring we will also survey coaches and club leaders “what are your needs?”
7. Our first committee will be Corporate Sponsorship.

Meeting adjourned at 10:20 am

Next Board Meeting: March 29th at 2 pm at the Lake Chelan Boating Club

Additional Meetings: March 6, 2024 (3 pm - 5 pm); website design with Vicki Valdevinos @ Boat Club and March 11, 2024(9 am - 10:30 am): Wells Fargo and Eric Nelsen at Edward Jones

Respectfully submitted by President and Secretary Hilary Richmond