

# MANSON

## BOOSTER CLUB

Board Meeting

Minutes

May 10, 2024

Lake Chelan Boating Club

---

Meeting called to order at 9:10 am.

Attendance: Fred Miller, Nancy Morfin, Jarred Teague and Cappy Peterson.

Agenda and Minutes were approved.

**Financial Report** - Treasurer, Jarred Teague reviewed the Balance Sheet and Profit and Loss Statements. Advisor Fred Miller estimates that \$12,000 of our balance sheet belongs to the Football team. President and Secretary, Hilary Richmond reported that Stripe is working but needs further programming for membership level transactions. We have received three electronic payments as of this writing, one as a test and two for trucker hat alumni sales.

Action Items:

- Treasurer, Jarred Teague will update the profit & loss statements to include a line item for all sports, write a check to ASB for the Prom Go Fund Me, move \$30,000 to a CD account at Morgan Stanley for a higher yield and find out when our 2023 tax payment is due as well as the 2024 tax payment with the new year end.
- Advisor, Fred Miller will provide details for the football income and expenses.
- President and Secretary, Hilary Richmond will order a card processor from Square and ask CPA, Chris Cullison if she will file Booster Club taxes.

**School Representative Report** - In the future we will use these meetings to generate information for a quarterly newsletter. We are still in the recruiting process for this position.

### Committees

**Fundraising** - The board reviewed the list of projected income sources and briefly discussed the Trojan Scramble. Planning for the first booster club sponsored Trojan Scramble will begin this winter. Need to recruit a scramble lead from membership.

**Membership Drive** - Shared pricing plan generated in the first membership meeting with VP, Cappy Peterson and Membership Chair, Mike Strecker. Membership levels and the flier will be approved at the next meeting in advance of the all school membership drive mailing. Advertise the drive on Cozy. Request use of non-profit mailing rate from Manson Schools. Print in English and Spanish. Nancy Morfin recommended Ruth Escalara to help design the flier. Include a QR code for our website on the mailer. ASB agreed to the concessions coupon books. (5) \$1

coupons per book. The kickoff package is for the inaugural membership year. Would Cozy offer a free public service announcement?

Marketing channels include: Cozy, apple blossom alumni event, Fourth of July, Haunted Manson, Winterfest, Facebook and Instagram and Quarterly newsletter.

Merchandise - Amy Hutchison is kicking off merchandise work. We will request that she prioritize 4 items; stickers, foam pad, blanket and a sports chair in 2 styles. Some items should be pre-ordered to limit inventory. One board member shared that the school is planning to streamline Manson gear inventory. Will learn more about their plan at our upcoming meeting.

Scholarship - Fred sent an email inquiring about the candidates and is waiting to hear back.

Banner Program - We need a lead. (lots of logistics) Severtson approved having them at the MAC, new gym and under score boards. Consider premium pricing for scoreboard.

### **Old Business**

Website design - Stripe button is now live. Our photos have been added and Amy will work on a merchandise page for gear sales.

Go Fund Me for Prom - Paypal non-profit status confirmed and funds should transfer by May 25. Overall, Go Fund Me's return of funds process has been slow compared to Stripe or Square. We raised roughly \$2500 from the Go Fund Me so it was valuable. Proceeds beyond \$1500 will be split evenly between MBC and ASB.

Action Item:

- VP, Cappy Peterson will purchase insurance for the board.
- Pres and Sec, Hilary Richmond will schedule a meeting with the Superintendent, AD and Principals to share "what we do" and hear what they would like help with. Board members will meet with ASB and PTAC next fall. The meeting will occur after the end of the school year. AD to share a list of items they are looking for help with.

### **New Business and Open Discussion**

Booster near terms deliverables: scholarship, training camps, team meals, PA System, Newsletter. We would like to be able to purchase a trailer to house all Booster Club supplies (including banners) and be able to serve meals from it. Estimated cost of cargo trailer (\$4500). If the trailer serves food we may need a health permit. In the interim, we can store Booster Club items in Heather's room. The Board agreed to host the Trojan Golf Scramble next Memorial Day, May 26. Discussed tapping Kellen Wiggum for banner program and Stripe programming.

Action Item: VP, Cappy Peterson will look into the cost of PA System.

Adjournment: 10:40 am

Special membership drive meeting: May 30

Next Board Meeting: June 14