

San Lorenzo    
Valley  **High School** 

**Meeting Minutes**

<b>Location:</b>	<b>SLV Administrative Offices</b>
<b>Date:</b>	<b>Sept 12, 2018</b>
<b>Time:</b>	<b>6pm</b>

**President: Stacie Brownlee**  
**Vice President: Mark Brown**  
**Treasurers: Tomiko Ebright, Dusty Gipson**  
**Secretary: Adrienne McConnell**

Also in attendance:  
Jeff Calden, SLVHS Principal

Jay Avenmarg, Track/XC Coach

Dave Poetzinger, Football Coach

Trevor, Athletic Trainer

**Call meeting to order: 5:58pm**

Introductions:

Approval of Minutes: August 2018 Dusty Approves and Mark seconds

**President's Report:**

None

**Administrator Report:**

Jeff has SCCAL meeting on 9/13/18 admin meeting

New commissioner for SCCAL- Calden mentioned that bylaws will be reviewed and likely updated as they are very old. Books are also going to be reviewed.

Calden and Poetzinger notified group that the 9/8 football game raised over \$4k for the family of Samuel Gomez. Mitzi Poetzinger will present check to the family, as she has been working with them.

Amazing showing of support and love from our community.

There will also be a dance fundraiser on the SLVHS campus to support the Gomez family fund.



## **Athletic Director Report:**

Coulson absent - no news to report

## **Treasurer's Report:**

- Bingo Report  
(get bingo financials from Tomiko)

\$41K was distributed to the teams after

\$37K directly to Boosters

\$78k total fundraised through BINGO

-Board would love to recognize Lisa Hill and Jane for all they do for the school. Thoughts?

- Financial Activity  
Year has ended as of 8/31. Tomiko met with the CPA to review books and close out the year.  
  
\$4k+ raised for the Gomez family and will be donated  
  
Amazon Smile that benefits Boosters has brought in about \$80
- Insurance Renewal

## **Current Funds Requests:**

- XC funds request for uniforms
  - Motion made to approve Booster's funding of XC/Track shorts- Boosters pays half of the reimbursement, and holding account will cover the other half.
- Confirmation of league and association fees paid- CIF, CCS, CIF-State.
  - SCCAL fees have gone up
  - Boosters has approved the payment, up to \$10k, of all league and association fees for this school year. Coulson to submit requests to pay as they are needed.
- Communication flow between boosters and coaches acknowledging check and/or funds requests:
  - Coaches that submit online will receive an automated submission acknowledgement
  - There are mandatory fields to fill out in the online form that may be problematic if all the information needed is not readily available.
  - Coaches that cannot submit online for whatever reason should be able to submit paper requests and put in the boosters mailbox in the HS Office (confirm with Jeff that Ellen and Katie are OK with putting things in the boosters mailbox)
  - Review of check request versus funding request. Check requests come direct from the team's holding account and can be cut without board approval as long as the team has the money. Funding requests must be board approved.
  - Dusty will create a Google Doc that will be an ongoing log of check requests so that the Board can access the file and know what activity has been completed.

## **Old Business:**

- Score Table payment update
  - Boosters has paid the total of the invoice.
  - Wrestling, BBall, Volleyball to have the funds withdrawn or moved from their accounts



- Booster Membership Card update- we have sold about 50 cards, mostly family cards.
- Mailing List to booster members- an email distribution list is being started and we are slowly building a list. How to use the list? Also a way to get on the email list via the new website.
- Adrienne will contact coaches to invite their parents to sign up for Boosters emails.
- Thank you notes received from 2018 recipients of Booster Grants

### **New Business:**

- Pancake Breakfast fundraiser
  - idea as a fundraiser
  - Perhaps tied to Homecoming Oct 6th?
  - May not be the best day, perhaps tied to another event
- SLVHS Back to School Night- table/booster membership information
  - Mark
- Facility upgrades in snack shack
  - Some upgrades were made over the summer
  - What else is needed?
- Trevor reports that all is great in the training room, but puts out there that the school/coaches may want more in depth coverage- including recovery, rehab, etc. Trevor mentions that ankle and hand weights would be useful to replace the therabands.
- Do we need another AED for football, pool, training room, softball field, etc. A portable unit should be mandatory for Trevor. Andrew (former trainer) used to have a portable unit. Adrienne will find out if it was his or if it was the districts and may be located somewhere else.
- Mark and Adrienne will contact the district (Nurse Sarah Dahlen/Erik Slaughter) about funding for the current AEDs that are on campus. If it is determined that we need more, Boosters can look in to purchasing them or sharing cost with the district. Installation and licensing, training.

### **Meeting adjourned at 7:03pm**

### **Next meeting:**

October 10<sup>th</sup>, 2018, 6pm















