

Addendum to Bartlett High School Booster Club Rules and Regulations
adopted May, 2002

Bartlett High School Booster Club

Concession Handling Procedures

The Ways & Means Committee has met and evaluated several different options for the restructuring of the “split” between the individual clubs and the General Booster account for handling concessions. After careful consideration, the recommendation of the committee is as follows:

Concessions handled 100% by the club:

Under this scenario, the club would buy and maintain their entire product including inventory. All receipts would be forwarded to the Treasurer for reimbursement from the concession account. This transaction would be calculated as shown in the following example:

Total Sales:	\$3,000.00
Cost of Goods	\$ (650.00)
Gross Profit:	\$2,350.00
15% to GB Fund	\$ (352.50)
Net to Club	\$1,997.50

Concessions handled under current plan:

Total Sales:	\$3,000.00
Cost of Goods :	\$ (1,500.00)
Gross Profit:	\$1,500.00
10% to GB Fund	\$ (150.00)
Net to Club	\$1,350.00

The resulting change under this scenario is a 48% increase in revenue to the individual club. Obviously this will vary by the cost of product. There are some stipulations with this scenario.

- 1) All clubs would be expected to turn receipts for goods purchased and/or bills into the Treasurer when the money is turned in. The accounting nightmare that would be created under any other circumstance would ruin any continuity of bookkeeping that has been established. Failure to follow this guideline would result in reverting that club back to the current method.
- 2) All clubs would be expected to account for and manage their ongoing inventory. Cross use of inventory would have to be coordinated between the clubs utilizing a concession facility (i.e. basketball & wrestling). If this route is chosen, the main boosters and **especially the Treasurer and Concession** coordinator will not act as referee in a dispute. If you choose to do this, you're on your own.
- 3) **This is most important and must be followed!** If the Booster Club endorses a specific vendor (i.e. pizza) the clubs will be expected to utilize that vendor. The Booster Club may be negotiating for the best deal with the stipulation that the particular vendor is given exclusivity to sell to the Booster Club. This will be clearly communicated should such a deal be struck.

(The only exception to this is if a vendor has made a **free** donation to the club. The club could then sell that product at that event)

- 4) **Any and all IHSA events (Regionals, Sectionals, etc.) need to be manned even if our clubs team is not participating. This is a matter of reputation and school pride! If the sponsoring club does not want to work the concession, the option will be given to other clubs.**