

# Bartlett High School Booster Club Meeting Minutes

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Meeting Date: August 10, 2010  
Meeting Time: 7:00 PM  
Presiding: Jerry Miller  
Officers Present: Jeff Bral, George Kantzavelos, Dan Lewis, Michelle Zelinsky  
Directors Present: Lisa Wantroba ( Basketball), Jeanette Bottiglieri (Cross Country), Kristie Bruneman (Dance), Juli Parent (Football), Larry Marciniak (Golf), Karen Lewis (Soccer), Jody Beck (Softball), Dan Palmer (Student Council), Ann Crawford (Girls Track), Heather Salatino ( Boys Track), Mary Beth Hartford (Volleyball), Laura Moreno (Wrestling)  
Regular Members: Bill James (Girls Track, Wrestling)

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The meeting was called to order at 7:08 PM.

The minutes from the August 10, 2010 meeting were reviewed. A motion to accept the minutes was made by Kristie Bruneman and seconded by Juli Parent. Motion passed unanimously.

### **President's Report – Jerry Miller**

- Jerry informed the group that the Executive Board met the previous week and discussed several goals for the coming year. The Board will focus on the following areas:
  1. Utilizing a new website - The plan is to sell BHS apparel, showcase teams' accomplishments, and publicize coming fundraisers.
  2. Increasing Booster membership – A new membership form was created to hand out at registration, the Target meeting, and Club meetings. The form summarizes some of the key benefits provided by the Booster Club (i.e. Scholarships, fireworks, website, etc). All club directors are encouraged to attend the General Booster meetings all year long (not just during their season).
  3. Organizing fundraisers – The tentative plan is to have a Gold Outing in 2011. Golf had previous approval to hold a Golf Outing; however, Larry Marciniak noted that they were not able to hold the event this year. Gold agreed to allow the General Boosters to take over the Golf Outing. Larry agreed to share Golf's planning ideas and to have the Golf Club help with the fundraiser. Possible ideas were discussed to increase participation in the outing including a silent auction and hole sponsorships.

### **Athletic Director's Report –Jeff Bral**

- BHS did not receive any further Budget cuts for the coming school year. Jeff is still looking to fill several coaching positions for Fall: Girls Tennis (JV), Girls Swimming (Assistant), Boys Soccer (JV) and Cross Country (Assistant). Jeff posted the positions district wide.
- The question of Boosters paying coaching stipends was brought up again. Jeff indicated that this is not an option at this time for several reasons including parity across the district and liability. Volunteer coaches are welcome but would require the same hiring process as paid coaches. Jeff asked the group to have any interested parties to contact him via phone or email.
- Athletic Registration began and is going well. The Form was consolidated to 1 sheet. The Fall season starts Tuesday August 11.
- The rental committee has proposed 5 pricing tiers for rental of district space that will be presented to the Board for approval. Tiers are based on level of BHS involvement. The costs have not been published yet. Rental will also apply to days when school is not in session (i.e. Labor Day).
- The group inquired about the status of the new turf fields. Jeff indicated that South Elgin had received approval from the district to move to the next stage in their plan. The BHS group organizing the proposal needs to complete their presentation and get the plan approved by

# Bartlett High School Booster Club Meeting Minutes

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the district. Jeff said BHS will be involved in coordinating with the district. George Kantzavelos agreed to lead the effort to finalize the proposal for District approval.

## **Treasurer's Report – Dan Lewis**

- Dan provided the financial statements for all the Clubs in their folders.
- Dan discovered that the General Boosters have general insurance but not Officer Protection. Dan will investigate obtaining this insurance to avoid Officer's being personally liable. He will talk to former Booster President's to determine if this had been previously investigated.
- Dan is working to get the State of Illinois Annual Filing is current status.
- Dan noted that he still needs documentation numerous checks.
- Dan will provide a template a Fundraiser Report to be used by all the Clubs. The report will need to be completed for last year and will used for the coming year.
- Dan received an invoice from DuPage Health Department for \$350 food permit. He will investigate if this belongs to BHS (not the Boosters).

## **Club Reports**

### **Football – Juli Parent**

- Football will be hosting a Kickoff Rally on Friday August 20 before the Blue-Green Scrimmage. The will be a pig roast, which was donated by a football parent (Mr. Flood). Football will charge \$5-\$6 per person for a sandwich and drink. Concession will be open and football will also be selling old sportswear items.
- Football created sponsorship letters for local business in an attempt to sell squares on the seat cushion that will be sold at football game.
- Football will be leading the Pizza Cook-off this year. They are considering doing at Hawkfest; however, this needs further investigation as Hawkfest is usually reserved for School club fundraisers. It was proposed to consider doing the Pizza Cook-off during the Powder-puff game. The Test Drive will not be done with the Pizza Cook-off this year – test Drive is tentatively planned for Spring. In addition to being a fundraiser, the goal of the Pizza Cook-off will be to select a vendor for pizza concessions. Since the Cook-off will be done after the Football season begins, the vendor selected will begin mid season. There are no current contracts with a pizza vendor - last year's vendor was Pasta Mia but a contract was not signed. Dan Palmer motioned to allow the Clubs to utilize the pizza vendor of their choice until a vendor is selected at the Pizza Cook-off. Karen Lewis seconded the motion. The motion passed unanimously.
- An email vote was sent on 8/13/10 for Juli Parent's motion to to allow Football to spend \$2000 to start up the concession for the season and for their Kick Off Dinner. The motion was seconded by Karen Lewis. I received 11 additional Director's votes in favor of the motion: Cary Wick (Baseball), Lisa Wantroba (Basketball), Jeanette Bottiglieri (Cross Country), Kristie Bruneman (Dance), Rob Douglas (Fine Arts), Jody Beck (Softball), Dan Palmer (Student Council), Ann Crawford (Girls Track), Heather Salatino (Boys Track), Mary Beth Hartford (Girls Volleyball), Laura Moreno (Wrestling). . No votes were opposed to the motion. The motion was approved on 8/17/10.

### **Student Council – Dan Palmer**

- Dan noted that the Hawkfest fireworks for the past 8 or 9 years have been jointly funded by Student Council and The General Boosters. Last year the General Booster increased their sponsorship to \$1500 while the Student Council funded \$1000 of the total cost of \$2500. Dan Palmer motioned to allow the General Booster to fund \$1500 for Fireworks for Hawkfest. Karen Lewis seconded the motion. The motion passed unanimously.

### **Golf – Larry Marciniak**

- Larry motioned to allow Golf to pay \$1408 for new uniforms. Juli Parent seconded the motion. The motion passed unanimously.

# Bartlett High School Booster Club Meeting Minutes

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## **Soccer – Karen Lewis**

- Karen motioned to allow Boys Soccer to pay \$500 for sport pictures and publication as had done the previous year. Juli Parent seconded the motion. The motion passed unanimously.
- Karen motioned to allow Boys Soccer to sell cookie dough as a fundraiser. Kristie Bruneman seconded the motion. The motion passed unanimously.
- Karen inquired of the possibility of charging parents a fee of \$25 if they do not work their shift at concession. Basketball noted that they had previously discussed this issue with Dr. Skinkis and there are no rules against this policy.
- Karen motioned to allow Boys Soccer to pay up to \$500 for their kickoff dinner. Dan Palmer seconded the motion. The motion passed unanimously.
- An email vote was sent on 9/4/10 for Karen Lewis' motion to allow Soccer to have several fundraisers (Cookie dough, Frozen Pizzas, Nuts, Assorted Chocolate Hershey Bars, Frozen Cheesecakes, Wendy's and Dog Father's). The motion was seconded by Kristie Bruneman. I received 10 additional Director's votes in favor of the motion: Cary Wick (Baseball), Lisa Wantroba (Basketball), Jeanette Bottiglieri (Cross Country), Juli Parent (Football), Jody Beck (Softball), Dan Palmer (Student Council), Ann Crawford (Girls Track), Heather Salatino (Boys Track), Mary Beth Hartford (Girls Volleyball), and Laura Moreno (Wrestling). No votes were opposed to the motion. The motion was approved on 9/7/10.

## **Dance – Kristie Bruneman**

- Kristie motioned to allow Dance to hold two additional fundraisers, a Bake Sale at the BHS Craft Fair and E-script through Dominick's as done in previous years, Juli Parent seconded the motion. The motion passed unanimously.
- Kristie inquired if expenses that are a flow-through require approval by the Board (i.e. Camp fees by the dancers). The Board clarified that any expense over \$500 requires the General Booster approval, even if it is a pass through.

## **Basketball - Lisa Wantroba & Softball - Jody Beck**

- The Basketball/Softball Fundraiser at Bannerman's is being held on 8/21. They are requesting a separate checking account for the event to aid in the State Gaming Commission audit. Dan will investigate opening a separate account for the event to remain open for 1 year. Dan will also confirm in the Bylaws that this type of account is allowable.

## **New Business**

- Jeff informed the group that we will potentially have access to an 8x28 trailer to store concession items. The trailer will be shared with the 3 schools using Millennium.
- George Kantzavelos inquired about the possibility of the General Booster selling Programs for Football and Basketball games. The Programs are currently done outside BHS. Jeff Bral and George will discuss the process further.

## **Old Business**

- Minnie McCarthy (Cheerleading – not in attendance) is leading the effort for obtaining business sponsorships. The Boosters need to decide what will be provided in exchange for sponsorships and at what levels. BHS is willing to provide website advertising but is not able to provide banners to hang at the fields. A plaque was also suggested. Jerry Miller will confirm sponsorship rules or restrictions in the Bylaws. Corporate sponsorships should be at the General Booster level, not at a club level. Jeff Bral will determine what South Elgin does for their sponsors.
- A review of the Bylaws after the previous Board meeting determined that Cheerleading (and any other Club requesting approval) can sell Spirit wear at Football games or other school events with the Board approval.
- As several issues have related to the General Booster Bylaws, it was determined that the Bylaws should be reviewed and possibility revised to be more understandable and relevant to the Board's current needs. Jerry Miller indicated that there are numerous Bylaw documents and they are posted on the website for everyone to read.

**Bartlett High School  
Booster Club  
Meeting Minutes**

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Meeting was adjourned at 8:45 PM.

**Announcements**

The next Booster Board Meeting will be on Tuesday September 14 at 7:00 PM in the BHS Library.

Respectfully Submitted,

Michelle Zelinsky  
Secretary, BHS Booster Club