

Bartlett High School

Booster Club

Meeting Minutes

Meeting Date: March 17, 2025

Meeting Location: BHS Library

Start Time: 7:00 pm

Presiding: Brian Sanders (President)

Officers Present: Theresa Friedman (Treasurer), Dawn Engels (Vice President), Kelly Ryan (Vice President), Matt Balgeman (Asst. Treasurer), Terea Eid (Secretary)

Directors Present: Brian Sanders (Band), Ken Ratajczyk (Baseball), Terea Eid (Boys Cross Country, Boys Track), Cindy Johnson (Fine Arts), Owen Burnitt (Flag Football), Elizabeth Ryniec (Golf), Mallory Menacker (Girls Lacrosse), Christine Preissig (Girls Soccer), Kelly Ryan (Softball), Kirsten Fletcher (Girls Swimming), Julie Netzel (Girls Track), Dawn Engels (Wrestling)

BHS STAFF/Parents/Visitors: Jeff Bral (Athletic Director), Penny Walter, Debra Capaccio, Nick Capaccio

Called to Order at 7:06 pm by Brian Sanders (President)

HIGHLIGHTS FROM LAST MONTH'S MEETING (FEBRUARY 24)

- Transaction reports are on a schedule for the 1st of the month. Look for an email from quickbooks@notification.intuit.com. Let the board know if you don't receive your club report on the 1st.
- Make your deposits before the 1st of the month if you want them reflected on reports.
- Minor changes to the bylaws were voted on and passed (these had to do with Membership year, Membership levels and Membership classes). There are some large unclaimed deposits, please check your club's financials.
- Mr. Brodeur is looking for parents to join BPAC (Bartlett Principal's Advisory Community) to meet quarterly. He will have a specific task at each meeting for parents to impact BHS, but there are no volunteering requirements with this group. Next Meeting - May 8
- A scholarship committee is being formed to review all Booster scholarship applications (due April 12). Boosters will award 2-3 \$1000 scholarships in May.

MOTION by Ryniec

Move to approve February Meeting Minutes

Seconded by Menacker and passed without dissent.

PRESIDENT'S REPORT – Brian Sanders:

- Boosters would like each group to create a group gmail account. This helps with transitioning information to successive directors and keeps contact information current for the Main Board.
- Items are going missing from the cage, Almost \$200 in wrestling concession supplies are missing. This could be due to product transfers not being recorded properly. Club gmail accounts will also facilitate communication regarding concession issues.
- Main Boosters will be changing the keys to the cage.
- If you are purchasing concession items (i.e. pizza) with a line of credit with the vendor, that vendor must know which club you are purchasing for and have a contact for your club. Vendors reach out to the Main Board because they haven't received payment and oftentimes the board does not know which club is responsible and has to spend time trying to figure it out. If the Main Board is being contacted by a vendor in search of past due payment, your club will be docked a fee and if your club does not have money in your account, it will be taken out in the following season after more fundraising has been done.
- The Main Booster zelle QR code is being used now by some clubs to collect funds. If your club is using the QR code, you must fill out a deposit slip for your zelle dates, even before transactions occur, to help the treasurer properly assign those funds.

VICE PRESIDENT'S REPORT – Dawn Engels:

END OF SEASON CERMONIES - BEST PRACTICES

- Athletes should not be charged for attending their awards ceremony.
- Booster funds should be spent on athletes, not parents. However, you should make your event family friendly. You can ask for a fee from parents as a way to cover their meal costs, but they should not be expected to pay. Think about having low cost family friendly options (i.e. an option to attend but not eat, or choose a more casual venue).
- Remember that when you are choosing a location, make sure that it will fit your entire team and their parents.
- It should never be the case that families are not attending due to costs. Other options to make your event more economical include hosting the awards at school (free), having a potluck meal and making it desserts only. If you don't have the funds to cover your athletes at a restaurant or venue, then you should make your event one that fits your budget or fundraise appropriately to support that event.
- As you lead the group, be considerate of the entirety of the team (athletes, families and coaches).
- Coaches should be consulted before plans are made.
- Plan your events well ahead of time and ask for feedback.

- ALCOHOL: If you are at a venue that allows alcohol, that cannot be purchased with Booster money (even as a flow through). Also avoid having open pitchers so that kids do not help themselves at your event.
- Really try to communicate to families what the event will entail

ACTION ITEM: (Eid) update Director Handbook to reflect the above mentioned bullet points

BPAC - BARTLETT PRINCIPAL ADVISORY COMMUNITY

- Mr. Brodeur is looking for more parents to attend these quarterly meetings with him. He is planning on coming to the meeting with something for parents to work on/ discuss. He wants the meetings to be productive and useful, and only an hour long. The next meeting is May 8, in the library at 6:30. All are welcome, you do not need to fill out the google doc to attend (this will just put you on the email list to get a personal reminder about the meeting).

TREASURER'S REPORT –Theresa Friedman

Main \$151,250.59 (less than \$20,000 in Main Booster account and the rest is split across 42 club/activity subaccounts)

Concession \$12,487.22

Complex \$35,607.13 money market account (2.3%), \$70,429.98 in 13 month CD (4.784%)

News:

- The max limit for reimbursements requested via zelle is \$1400.
- Transaction reports are on a schedule for the 1st of the month. Look for an email from quickbooks@notification.intuit.com. There may be issues with Quickbooks sending to your Google inbox.
- Vendors can be paid using zelle.

ACTION ITEM: (Eid) update request for disbursement fund to include an option to zelle the vendor

ATHLETIC DIRECTOR'S REPORT – Jeff Bral

- Winter sports have ended
- All sports started today except volleyball
- SPEECH: PIR took 5th in state
- Upstate 8 Leadership Conference was hosted at BHS
- SALT (student athlete leadership team) met last Wednesday (they meet on shortened school days), attendance dropped significantly. Goal to get kids to understand that leadership is all year.
- BHS started using Omella to take online payments; no longer pursuing GoFan

SECRETARY'S REPORT – Terea Eid

- Boosters will now be leading the Teacher appreciation luncheon, which will be on May 6. We will be asking for donations via PayPal soon.

COMMITTEE REPORTS:

- **SCHOLARSHIP COMMITTEE** Scholarships are due on Apr. 12 and will be announced May 23. Our committee is made up of Owen Burnitt, Tracy Rodriguez and Julie Netzel. The Boosters give out 2 or 3 \$1,000 scholarships to seniors each year (details can be found on the Booster website). The application consists of a form and a teacher rating covering 10 attributes (on a scale of 1-6) that was included in the online application but not the printed out packet available in the office. A few kids forgot portions of their application last year. Applications will not be rejected if parts are missing. A child's parent must be a current Booster member to be eligible for the scholarship. Concerns were raised about this excluding kids who couldn't afford membership. However, the Main Board feels this requirement should still stand for the time being, as there is an affordable \$20 Booster Membership option available. There is not a requirement that parents have to be members for more than one year.
- **INVESTMENT COMMITTEE** If anyone would like to look into investment options or best practices for some of the Boosters large reserves of money, please contact the Main Board.
- **VOTING COMMITTEE** This is only needed if there is not a slate running for the Main Boosters Executive Board (traditionally this has not been needed). If more than one candidate is running for a position, then a Voting Committee will be needed and volunteers will be recruited. Candidates for next year's Main Board will be announced at the next meeting.

CLUB REPORTS:

Band- No report

Baseball – No report

Basketball (Boys)- No report

Basketball (Girls)- No report

Cheer- No report

Cross Country - No report

Dance- No report

Fine Arts – (Johnson) Musical theatre review may go to state next week, Musical (“Little Mermaid”) is coming on Apr 24, 25. There are two shows on Saturday along with a cast Meet and Greet event which will include snacks and pictures with the cast. If kids are in SALT, Mr. Bral will pay for their musical ticket, but they need to sign up in his office. The honors music fest is on April 12.

Flag Football - No report

Football – No report

Golf Boys – No report

Lacrosse (Girls)– No report

Soccer (Boys) – No report

Soccer (Girls) – No report

Softball – No report

Student Council – (Ryan for Gac) The district is no longer allowing fireworks at school events. This has cause STUCO to look for other options for Homecoming next year. They would like to rent a sound system to show a movie outside after the Powder Puff game. The cost would be \$1700, which is cheaper than the fireworks. Options to purchase a system for repeated use, will be investigated next year. The Homecoming Theme is Wizard of Oz so the movie shown would be “Wicked.” There would not be a charge for the movie, but kids would have to pay for the Powder Puff game. There will likely be food trucks again like last year.

Boys Swimming - No report

Girls Swimming – No report

Track Girls – No Report

Track Boys – (Eid) Senior yard sign pick up is on Wednesday.

Volleyball Girls – No report

Wrestling – (Engels) Emma got third in state, Lily White lost in quarter final match

MOTION by Johnson

Move to adjourn meeting.

Motion seconded by Ryniec and passed without dissent.

Meeting Adjourned –8:06 p.m.

Next Meeting - April 21, 2025.

Respectfully Submitted by Terea Eid - Secretary, 2024-2025 BHS Booster Club Executive Board.

MAIN BOOSTERS EXECUTIVE BOARD: Brian Sanders (president@bhsboosters.org), Dawn Engels (vicepresident@bhsboosters.org), Kelly Ryan (vicepresident@bhsboosters.org), Theresa Friedman (treasurer@bhsboosters.org), Matt Balgeman (assttreasurer@bhsboosters.org), Terea Eid (secretary@bhsboosters.org)

