

Final

Bartlett High School Booster Club Meeting Minutes

Meeting Date: October 19, 2015

Meeting Time: 7:00 PM

Presiding: Lynn Hasenstein

Officers Present: Lynn Hasenstein (President), Judy Johansen (Secretary), Mark Jatczak (Vice President), Ken Pavell (Treasurer), Jeff Bral (Athletic Director)

Directors Present: Cindy Carvey (Softball), Dyana Noesen (Girls Soccer), Anne Andreuccetti (Football), Tina Saile (Boys Soccer), Stephanie Fitzsimons (Fine Arts), Karen Busch (Golf), Cheryl Doron (Student Council), Nancy Harris (Girls Basketball), Doug Flint (Baseball), Shari Karys (Boys Track)

Parents/Visitors: Lorena Kendall (Baseball), Kelly Pancamo (Wrestling), Jaimie Giraldo (BHS Administration), Yvonne Mundorf (Fine Arts), Mickey Roberts (Band), Michael Nemcik (Band), Eric Hollaway (Band), Tim Roberts (Band), Jackie Dimaggio, (Safe Di Awards), Nicole Jara (Safe Di Awards)

Meeting Called to Order at 7:03 PM

Motion to accept the September minutes (Stephanie Fitzsimons, Fine Arts); motion seconded by Nancy Harris (Girls Basketball) Motion passed.

Safe Di Awards Company – Jackie Dimaggio, Nicole Jara

Apparel presentation, Jackie is a graphic designer for the company. They would like the opportunity to provide apparel for the boosters.

BHS Band Parents Organization

Discussion as to the Band joining the BHS Booster club. Discussion.

Motion, Stephanie Fitzsimons (Fine Arts) for the Band to join the BHS Booster Club. 2nd, Tina Saile (Boys Soccer). Motion passes

Motions, Tim Roberts (fundraiser) bowling event Nov. 7th Fill the house for the Mouse (10% due boosters not due to the fact it was an existing fundraiser). Panera Bread Fundraiser, Nov 12th. 2nd, Karen Busch (Boys Golf). Motion passes.

Bartlett High School Booster Club Meeting Minutes

President's Report – Lynn Hasenstein

Thanks to everyone for feedback, support and help.

Committee Head/Updates – Membership and Scholarship are still open.

Treasurer's Report – Ken Pavell

Financial Recap

- General Booster account balance: \$11,223.18
- Activity Complex Fund: \$38,085.49
- Bingo Account: \$61.68
- We have \$1,961.01 in apparel inventory
- Membership is down slightly
 - Last Year this time 89 memberships
 - This Year 81
- Income YTD is up \$6,845.41
 - Apparel \$4,623
 - Balance is spread over general fundraising and club donations
- Expenses YTD are up \$11,499.65
 - \$9,124 for gym banners
 - \$1,000 more than normal for fireworks
 - \$500 for late taxes
 - Insurance up \$165
- Net Income YTD Comparison
 - Last year we had profit of \$4,250.27
 - This year we are at a loss of \$7,584.65

General Financial Procedures

There has been a lot of confusion and questions on procedures for how funds are handled at the activity group level.

Everyone club director should read the club by-laws and be familiar with the policies and procedures for the Booster Club. Some key procedures related to financials:

- All checks and invoices that are for boosters must be written to Bartlett High School Booster Club
- Funds are to be deposited or delivered to the treasurer within seven (7) days of the event
 - If you deposit directly to the bank be sure to deposit to the account ending 7702 and then send in a completed Booster deposit form along with the bank receipt.
- No club funds should be deposited to a personal account according to bylaws.

Player gifts

- IHSA rules limit the cumulative gift value to \$75 per team member in a season from booster clubs
 - For example, banner (\$30), Plaque (\$40) would be \$70. If you wanted to add a sweatshirt for example the boosters could only contribute \$5 to that item.
 - Team socks, head bands, shooting shirts are examples of items that do not count toward the gift amount because they are uniform items.
 - If you have a question emails Jeff for a review.

Bartlett High School Booster Club Meeting Minutes

Activity Complex Update

I met with Jeff King, U-46 COO, Friday, October 16. We discussed the Activity Complex status focused on the district perspective. Some of the key points that we discussed:

- To date there have not been any funds that were allocated or promised to be allocated for a BHS stadium by himself or the district.
- It is his personal opinion that Bartlett should get a field
- He would like to see a plan to balance facilities across the district before any additional improvements are completed. Larkin also does not have an on campus stadium. Elgin has made some land on Lake Street available as part of a Tiff.
- South Elgin is not getting money to build a press box and add lights
- I asked him directly what the probability is of us getting a stadium is and a time frame
 - He said nothing will happen before the 2017-18 school year
 - Capital funds were being allocated to the all-day kindergarten program
 - In order to make anything happen he believes we will need partnerships with the village, park district and even local clubs (i.e. Raiders, Lacrosse club) for additional capital and operating expense funds
- We discussed the status of our activity complex fund and he agreed with our account and my opinion that we have reached the point that we are required to contact donors and ask if they want their donation refunded or if they would like it allocated to another booster account.

Our Activity Complex Fund is currently at \$38,085.49 as I stated earlier. This amount is comprised of:

- \$2,000 was an advance from Main Boosters that was never paid back
- \$1,126.43 is from private donations
- Life to date interest earned is \$459.49
- \$6,137 came from fundraisers (pasta dinner and 1 founders brick)
- \$30,911.88 if from Student Class accounts
- \$2,554 in expenses have been paid from the account (\$2,000 architect fee, \$554 dinner expenses)

After discussion with our account and Mr. King I am going to make the following transactions, neither of which requires a vote because money is just changing funds.

- \$2,000 will be moved to main booster general fund to repay the October 19, 2011 advance
- \$30,911.88 will be moved to the main booster money market account to transfer student class funds
 - Receipt for the original disbursement from BHS is payable to Bartlett HS Boosters not the Activity Complex
 - Someone redirected the funds to the activity complex. Receipt has a note added later that reads, "for activity complex" with no signature or initials. Also there is no record of who redirected the funds in any of the club minutes from that time period.
- I will reach out to all donors we have record and ask them what they want done with their donation
- Balance will be left in the account for now.

**Bartlett High School
Booster Club
Meeting Minutes**

Vice President's Report – Mark Jatczak

None

Athletic Director's Report – Jeff Bral

- Hawk fest – discussion, recap
- Powder-puff game, great attendance.
- Giving tree will be up in a couple of weeks.
- Fall sports recap
- Winter sports registration now open
- Pink heels basketball game is 10/28
- Thanks to Brooke Graphics for all the new banners and the banner for Adnan.

Committee Updates:

Fundraising – Mark Jatczak

Bingo event March 5, 2016, Claim Jumper (waiting on date)

Membership – Ken Pavell

No update

Communications - Carla Isla

No update

Scholarship – Open

No update

Varsity Dinner – Dyana Noesen & Peggy Edmier

No Update

Apparel – Cheryl Doron

No update

Wall of Fame – Ken Pavell

Progressing

**Bartlett High School
Booster Club
Meeting Minutes**

Club Reports:

Band – Tim Roberts

Thanks to the BHS Boosters for the support of the Band. Next Band concert is Nov. 19th at 7 p.m.

Baseball – Doug Flint

Bags tournament April 9th, 2016, Turf for tunnel fundraiser in the future.

Basketball (Girls) – Nancy Harris

One more week of fall league, Tryouts start 11/2

Basketball (Boys) – Craig Stewart

Karen Busch for Craig

11/9 Tryouts begin, Bulls game (as discussed in Sept meeting) will not be happening.

Cheerleading – Carolyn Dorsen

No report

Cross Country – Carla Isla

No report

Cross Country Girls – Pam Murdoch

No report

Dance Team – Sam Mead

No report

Fine Arts – Stephanie Fitzsimons

- Wickless Candle fundraiser, over 50% profit looking to clubs to partner with.
- Fall play Nov 5, 6 & 7 – To Kill A Mockingbird
- Take your seat legacy program fundraiser for auditorium (looking into)

Football – Anne Andreuccetti

Motions made by Anne:

- 1) Pass thru \$1,046.77 for Senior mom's shirts
- 2) Pass thru \$1,702.00 for headphones
- 3) Motion to amend (August 17, \$700) to \$824
- 4) Motion to spend \$800 for senior night banners and \$674.87 for pink out shirts.
- 5) Motion to spend up to \$1,000 for pairing party.

All motions seconded by Stephanie Fitzsimons. All motions pass.

Homecoming parade discussion (lack of participation by football)

**Bartlett High School
Booster Club
Meeting Minutes**

Golf Boys – Karen Busch

Season has ended. Looking into different fundraising ideas.

Gymnastics-

No report

Soccer (Boys) – Tina Saile

Conference Champions

Motions mad by Tina;

- 1) Spend up to \$3,500 for the end of the season banquet
- 2) \$560 for senior players gift
- 3) Spend up to \$650 on coaches/manager gifts

All motions seconded by Stephanie Fitzsimons. All motions pass.

Soccer (Girls) – Dyana Noesen

No report

Softball – Cindy Carvey

No report

Student Council – Cheryl Doron

Thanks to the boosters for the fireworks for Hawk fest.

Boys Swimming –

No report

Girls Swimming – Peggy Edmier

No report

Track Girls-

No report

Track Boys – Shari Karys

No report

Volleyball Boys- Carole Arco

No report

Volleyball Girls – Julie Heneghan

No report

**Bartlett High School
Booster Club
Meeting Minutes**

Wrestling – Mark Johnson

Kelly Pancamo for Mark

Motion to spend up to \$1,600 for Warm ups (BSN Sports)

2nd, Stephanie Fitzsimons, motion passes

The Scorpion Wrestling Club is moving from South Elgin to Bartlett High School.

Old Business

None

New Business

None

The Next General Booster Board Meeting

The next meeting will be November 16, 2015 at 7pm, BHS School Library

Meeting Adjourned 8:40 pm

Respectfully Submitted, Judy Johansen Secretary, BHS Booster Club

**Bartlett High School
Booster Club
Meeting Minutes**

Email votes approved by Lynn after meeting:

Mark Johnson – The Wrestling Club (Scorpion sub account) motions to spend up to \$2000.00 payable to U-46 for room rental, gym rental and classroom rental for the 2015-2016 season.

2nd Cindy Carvey (Softball) motion passes

Anne Andreuccetti - Football

1st motion for Varsity dinner for \$500.00

2nd motion to spend up to \$2,200 on fan apparel (t-shirts and rally towels) to be sold at cost to the student body for the football playoffs. They are being sold **at cost** to increase school spirit. T-shirts \$5.00, spirit towels \$3.00

2nd, Carla Isla (Cross Country) motion passes

Craig Stewart - Boys Basketball motions to spend up to \$750 for the tip off gathering.

2nd Mark Johnson (Wrestling) motion passes

Carolyn Dorsen - Cheer would like approval to spend \$600 for their end of season banquet

2nd Nancy Harris (Girls Basketball) motion passes