

CHS Athletic Booster Club 2019-2020
General Meeting Agenda – December 9, 2019

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

President Angel Karr called the meeting to order at 7:04 pm.

In attendance:

President Angel Karr

Brandi Gutchess

Treasurer Amy Manners

Jacques Jones

Secretary Colleen Bartoszek

Parliamentarian Michelle Karr

Communications Director Christy Jones

Team Liaison – Paige David

Spirit Wear Director - Bivi Silva

General Membership Meeting Agenda:

1. Call to Order / Roll Call of Board of Directors.
2. Welcome – President
3. Vice President Andy Manthei not present to report.
4. Secretary Report – Colleen Bartoszek reviewed of Minutes from the November meeting – Brandi Gutchess made a motion to approve November’s meeting minutes. Michelle Karr seconded the motion. The motion passed unanimously.
5. Treasurer Report – Amy Manners reviewed financial activity for November meeting – Amy Manners went over the November financials. Christy Jones made a motion to approve November’s financials. Brandi Gutchess seconded the motion. The motion to accept November’s financials passed unanimously.
4. Director Updates
 - 4.1 Membership – Grace Mclver not present to report.
 - 4.2 Concessions – Candice Blalock is not here, Angel Karr stated that Veronica resigned. Steve Mclver will take over as manager. We will revisit how to pay manager monthly at January meeting.
 - 4.3 Spirit Wear – Bivi Silva – discussion about spirit wear in stock. Items leftover will be donated or given away rather than store items going forward. Several senior football players will take photos to sponsors and donate spirit shirts as well. Will forward pictures to Christy Jones for website and social media. Paige David paid \$50 to Sean Pokorny. Brandi Gutchess made a motion to reimburse Paige. Christy Jones seconded the motion. The motion passed unanimously to reimburse Paige David to pay for photo work.
 - 4.4 Communications – Christy Jones – please continue to send information, website needs discussed and a committee will be formed.
 - 4.5 Special Projects – Catherine Smith not present to report.

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4.6 Team Liaison Coordinator – Paige David reported that she will get the Marcos Pizza gift certificates to Coach Helsley to distribute to coaches.

4.7 Parliamentarian – Michelle Karr has nothing to report.

Old Business

1. Central Olympics Date – tabled until January meeting
2. Spring program tentative deadline is February 15, 2020. Senior Ads need to be promoted. Discussed that programs need to be done a week before spring break. Committee will meet to discuss collecting money. Catherine will email Christy to get information for social media.

New Business

1. Scholarship Committee – Angel will email assistant principal to find out who administrator liaison will be. Christy will promote on social media to form a committee to those that are members and do not currently have a senior.

Open Discussion – concessions will be open tomorrow night. There is not a sign-up genius for this sign-up. Amy will forward the sign-up genius to Christy.

Colleen Bartoszek motioned to end the meeting. Michelle Karr seconded the motion. The general meeting ended at 7:24.

Next Meeting Date – January 13, 2019
(Board – 6 pm General Meeting – 7:00 pm)

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – February 10, 2020

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Membership Director: Grace Mclver

Concessions Director: Candice Blalock

Spirit Wear Director: Bivi Silva

Communications Director: Christy Jones

Special Projects Director: Catherine Smith

Team Liaison Coordinator: Paige David

Parliamentarian: Michelle Karr

Standing Committee Chairpersons:

Athletic Programs: Open

Scholarships: Open

Webmaster: Christy Jones

Social Media: Christy Jones

Fundraising: Open

Corporate Sponsorship: Open

Audit, By Laws, Elections Nominating: Open

Concessions Manager: Steve Mclver

President Angel Karr called the meeting to order at 6:06 pm.

BOARD Meeting Agenda:

Old Business

1. Scholarship Committee – Heather Bennett is the new AP for Seniors
2. Concessions – Keller HS – only does football. Each sport is in charge of the concession stand for their sport. Team liaisons from each team are in charge of the concession stand from purchasing, selling, etc. Angel will schedule a meeting with Helsley & Maur to discuss various options. Christy Jones concerned about booster club's income for expenses. Amy Manners to look at revenue minus expenses for last 2 years for major sports. Revenue varsity football \$17,540, sub-varsity \$7920, volleyball revenue \$5445. After discussions with head coaches, the ideas will be brought back to the board to vote.
3. Website – Sports Engine is what is used by several of the other schools. Christy sent email with screenshots of other options. It needs to have a more seamless membership function, membership purchases, team pages opened to team liaisons, possibility of student journalists posting as well. Spirit wear would be

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – February 10, 2020

available 24 hours a day, year round online, rather than going to parent nights and maintain inventory. Christy and her team will present in March.

New Business

1. Electronic Logs/Ipads – Need to be able to sign in electronically at concession stands and to swipe cards. There will be a monthly expense for wifi connection. Table this discussion until it is decided how the concession stands will be handled in the future.
2. Ad structure for Fall Program/Senior Ad Special for 2020/2021 - Catherine Smith will present at next meeting.
3. Corporate Sponsorships
4. Board Member Liability/Protections - Board has insurance that will be renewed in March. Amy Manners will get insurance information to Michelle Karr.
5. Spirit Wear Design 2020-2021 Discussion to unify the Central athletics logo. Bivi will contact Mr. Asp to work on design.
6. Next year's board – need to start advertising to recruit new parent's help. Helsley & Maur to discuss with coaches to find the MVP parents from each sport to be a part of booster club. Going forward, discussion to having food at meetings and to combine the general meeting with the board meeting.

Angel Karr adjourned the meeting at 7:04 pm.

No General Meeting was held.

CHS Athletic Booster Club 2019-2020

Board Meeting – January 13, 2020

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Membership Director: Grace Mclver
Concessions Director: Candice Blalock
Spirit Wear Director: Bivi Silva
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David
Parliamentarian: Michelle Karr

Administrators\Coaches\Other Guests

Farrah Dickens

President, Angel Karr called the meeting to order at 6:07 pm.

Standing Committee Chairpersons:

Athletic Programs: Open
Scholarships: Open
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: Steve Mclver

BOARD Meeting Agenda:

Old Business

1. Spring Program/Senior Ads: Catherine will submit the program February 14, 2020
2. Scholarship Committee: Michelle Karr will chair the committee. Andy will text Ms. Russo to see who will replace Mr. Goodwin as the administrative liaison.
3. Website Design Committee: Christy passed out a timeline to rework the website and set the first committee meeting January 25, 2020. The board agreed that we need to spend some money to make the website user friendly.
4. Concessions Committee: Andy reported that he has been getting some feedback from the different schools in the district on how they handle concessions. Angel, Steve and Andy (and anyone else interested) will meet to come up with some ideas for next year and take those ideas to Coach Helsley.

CHS Athletic Booster Club 2019-2020

Board Meeting – January 13, 2020

New Business

1. Winter Sports Program The girls basketball team expressed some interest in having a winter program. It is not feasible to add another program and we will continue with the Fall and Spring programs.
2. Open Discussion. Cheer Coach Farrah Dickens made a request for the booster club to help purchase shirts for the Cheerleader's trip to the UCA Nationals. The board did request that Cheer invite a member of the booster club to their parent meetings in order to try to boost membership from cheer. Andy Manthei made a motion that since we don't pay for letter jackets for cheer that we divert the cost of what we normally would pay for letter jackets, \$750, for the requested t-shirts. Farrah will email Angel the required 2 vendor quotes.

Grace McIver made a motion to end the meeting.

Andy Manthei seconded the motion. The meeting was adjourned at 6:50 pm.

CHS Athletic Booster Club 2019-2020
General Meeting Minutes– January 13, 2020

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

President Angel Karr called the meeting to order at 7:04 pm.

In attendance:

President Angel Karr

Vice President Andrew Manthei

Treasurer Amy Manners

Membership Director Grace McIver

Special Projects Director Catherine Smith

Parliamentarian Michelle Karr

Communications Director Christy Jones

Team Liaison – Paige David

Spirit Wear Director - Bivi Silva

Concessions Manager Steve McIver

General Membership Meeting Agenda:

1. Call to Order / Roll Call of Board of Directors.
2. Welcome – President
3. Vice President Andy Manthei – working on a concessions plan
4. Secretary Report – The board reviewed of Minutes from the December meeting – Grace McIver made a motion to approve December’s meeting minutes. Paige David seconded the motion. The motion passed unanimously.
5. Treasurer Report – Amy Manners reviewed financial activity for December – Michelle Karr made a motion to approve November’s financials. Andy Manthei seconded the motion. The motion to accept December’s financials passed unanimously.
4. Director Updates
 - 4.1 Membership – Grace McIver- 2 new members, 151 total. Baseball meeting is this month.
 - 4.2 Concessions – Candice Blalock- We are still needing to fill spots for soccer concessions. Candy will reach out to the baseball and softball coaches to get their schedules in order to make the signup genius available.
 - 4.3 Spirit Wear – nothing to report
 - 4.4 Communications – Christy Jones – Will Boost post on Facebook. Website Committee meeting is set for January 25, 2020.
 - 4.5 Special Projects – Spring Program will be submitted February 14· 2020
 - 4.6 Team Liaison Coordinator – Paige David- will send another email in order to keep communication open.

CHS Athletic Booster Club 2019-2020
General Meeting Minutes– January 13, 2020

4.7 Parliamentarian – Michelle Karr has nothing to report.

Old Business

1. Scholarship Committee: We still need committee members
2. Spring Program: Senior Ads are Due February 12, 2020 and Catherine is submitting the program February 14, 2020.

New Business

1. Scholarship Committee – Michelle Karr will chair the scholarship committee

Michelle Karr motioned to end the meeting. Amy Manners seconded the motion. The general meeting ended at 7:35

Next Meeting Date – February 10, 2020
(Board – 6 pm General Meeting – 7:00 pm)

CHS ATHLETIC BOOSTER CLUB 2019-2020
BOARD MEETING MINUTES - July 8, 2019

Attendees

Vice President - Andy Manthei
Treasurer - Amy Manners
Communications Director - Christy Jones
Special Projects - Catherine Smith
Parliamentarian - Michelle Karr
Membership - Grace Mclver
Concessions Manager - Melanie Fletcher

Administrators/Coaches/Other Guests

Coach Helsley
Lis Russo CHS Principal
Suzanne Lebet
Brandi Gutches

Absentees

President Angel Karr
Secretary - Colleen Bartoszek
Team Liaison Coord. - Paige David
Spirit Wear - open
Scholarship - Open
Concessions Director - open
Fundraising - OPEN

Vice President Andy Manthei called the meeting to order at 6:04pm

Old Business:

- a. Parent meetings will be added to the calendar as the dates become available. Grace will need help from board members at the meetings.
- b. Andy will get with Angel, Amy and Melanie to set up a time to get signatures for the bank accounts and credit cards.

2. New Business:

- a. The softball team has requested backstop padding. The request will be tabled until after school starts to give time to evaluate parent booster support.
- b. Andy suggested that we have a separate meeting to discuss the options for the program and that we need to have the information as well as firm dates sent out to parents by the end of July.
- c. Summer activities Calendar:
 - i. Coaches luncheon, Coach Helsely will let Catherine know a date for the lunch. We will reach out to John Berry for the food.

- ii. Fish Camp July 19 and 22nd. Will need volunteers to help out at those events.
- iii. The calendar will be updated with the dates for the parent meetings and we will need board members to attend.
- d. Board members need to have background check as well as membership completed by Aug 12th
- e. Melanie and Michelle will attend the Concessions meeting in July

Meeting was adjourned at 7:00PM

Next meeting date - August 12, 2019

(Board 6pm; General 7pm)

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – December 9, 2019

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Membership Director: Grace Mclver
Concessions Director: Candice Blalock
Spirit Wear Director: Bivi Silva
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David
Parliamentarian: Michelle Karr

Administrators\Coaches\Other Guests

President, Angel Karr called the meeting to order at 6:07 pm.

Standing Committee Chairpersons:

Athletic Programs: Open
Scholarships: Open
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: ~~Veronica Mercado~~

BOARD Meeting Agenda:

Old Business

1. Central Olympics Update - table until next meeting
2. Spring Program/Senior Ads – waiting to hear from some of the sports to see if they have photos taken, possible deadline is February 15, 2020
3. Update schedules for Concessions – concessions manager, Veronica Mercado quit, Steve & Grace Mclver taking over for remainder of year, discussion about need for coverage. Need to figure out a better system for coming year. Need to form a concessions committee to plan for upcoming year that will start up in January. Committee will write a detailed manual and visit other schools for ideas.

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – December 9, 2019

New Business

1. Scholarship Committee needs to be formed. Need to find an administrator (Goodwin's role) and someone not on the board. Will bring up in general meeting.
2. Website Design Committee – Christy needs feedback on ideas – looked into online store function: our level of website does not support it, need \$300/year upgrade to add store function. Website is outdated. A committee needs to be formed to meet several times for approximately an hour then meet via email. \$300 will be paid once a year rather than paid monthly. The committee will plan and organize throughout spring and launch new website in April. Christy will put together a timeline and present at January meeting.
3. Concession Manager Position resigned. Steve & Grace McIver will take over the remainder of the year.
4. Open Discussion – Paige has Marcos Pizza gift certificates to distribute to coaches. Paige will give gift certificates to Coach Helsley and email coaches to get them from him to use as they see fit.

Brandi Gutchess made a motion to end the meeting.

Andy Manthei seconded the motion. The meeting was adjourned at 6:36 pm.

**CHS ATHLETIC BOOSTER CLUB 2019-2020
GENERAL MEETING MINUTES - July 8, 2019**

Attendees

Vice President - Andy Manthei
Treasurer - Amy Manners
Communications Director - Christy Jones
Special Projects - Catherine Smith
Parliamentarian - Michelle Karr
Membership - Grace Mclver
Concessions Manager - Melanie Fletcher

Administrators/Coaches/Other Guests

Coach Helsley
Lis Russo CHS Principal
Suzanne Lebet
Brandi Gutchess

Absentees

President Angel Karr
Secretary - Colleen Bartoszek
Team Liaison Coord. - Paige David
Spirit Wear - open
Scholarship - Open
Concessions Director - open
Fundraising - OPEN

Vice President Andy Manthei called the meeting to order at 7:00pm

1. Vice President Andy Manthei welcomed everyone. Liz Russo, the new CHS principal was introduced by Coach Helsley.
2. **Vice President Report** - nothing to report
3. **Secretary Report** - The meeting minutes were presented from the May 2019 meeting. Minutes were reviewed by members. The minutes were accepted. **Amy Manners made a motion to accept the minutes. Brandy Gutchess seconded the motion. The motion passed unanimously.**
4. **Treasurer Report** - June and July Financials will be reviewed at the August 2019 meeting.
5. **Director Updates** -
 - 5.1 Parliamentarian, Nothing to report.
 - 5.2 Membership Director, 9 new members were reported
 - 5.3 Concession Director, Open
 - 5.4 Spirit Wear Director, Open
 - 5.5 Communications Director, Christy Jones CHS Facebook page is set up and Christy, Grace and Brandy have access. Chisty asked that we give all info for website to her. We will keep old members until they request to be removed. Michelle will send Christy a list of the 2018/2019 coaches and liaisons.

5.6 Special Projects, Catherine Smith, working on sponsorships and program details. Programs will need to be ready by the 2nd home game. Catherine will get bids on program costs.

5.7 Team Liaison Coordinator, Paige David, absent

6. Old Business:

- a. Scholarship update: 5 checks have been sent out and we are waiting on information as to where to send the remaining scholarship checks.
- b. Concessions Update: We are still looking for a Concessions director. There was some discussion about opening or i9 sports. It was decided to look into it for next year because of the short notice this year.
- c. Spirit Wear: Need suggestions for a tshirt design to have ready by Fish Camp.

2. New Business:

- a. The softball team has requested backstop padding. The request will be tabled until after school starts to give time to evaluate parent booster participation.
- b. Andy suggested that we have a separate meeting to discuss the options for the program and that we need to have the information as well as firm dates sent out to parents by the end of July.
- c. Summer activities Calendar:
 - i. Coaches luncheon, Coach Helsely will let Catherine know a date for the lunch. We will reach out to John Berry for the food.
 - ii. Fish Camp July 27 and 29th. Will need volunteers to help out at those events.
 - iii. The calendar will be updated with the dates for the parent meetings and we will need board members to attend.
- d. Andy will send out updates to the bylaws for review at the next meeting.
- e. Catherine will look into a possible pancake breakfast as well as fundraising options from local businesses.
- f. Christy will look into options on sending out text communication to members and will send an email to all new members. She will also set up a google share for the board documents and calendar.

Motion to end the general meeting was made by Amy Manners, Catherine Smith seconded the motion. The motion passed unanimously.

Meeting was adjourned at 7:58pm

Next meeting date - August 12, 2019

(Board 6pm; General 7pm)

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – November 11, 2019

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Membership Director: Grace McIver
Concessions Director: Candice Blalock
Spirit Wear Director: Bivi Silva
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David
Parliamentarian: Michelle Karr

Administrators\Coaches\Other Guests

Standing Committee Chairpersons:

Athletic Programs: Open
Scholarships: Open
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: Veronica Mercado

BOARD Meeting Agenda:

Angel Karr called the meeting to order at 6:06

Old Business

1. Concession Stand use by teams/groups – everyone can use it, but it has been requested that ABC is contacted beforehand so that the items that belong to ABC can be locked up. Coach Helsley put in a work order for a lock to be put on the storage closet.
2. Central Olympics: Need a date – Amy sent an email to coaches breaking down different sports and looking for suggestions. Received a response from Coach Watson stating baseball fields will not be available in spring.

CHS Athletic Booster Club 2019-2020

Board Meeting Agenda – November 11, 2019

New Business

1. Charger Preview Night November 12th – t-shirts are ready to sell
2. Raffle Winner John Wood notified, check sent in the mail
3. Spring Program/Senior Ads – Catherine needs to know what sports need to be included. Paige will send teams/team liaisons to Catherine and copy Andy. Andy states that Catherine needs to contact coaches to find out when photos will be ready and have basketball announcers announce the upcoming program. Sponsor ads will carry over from fall.
4. Update Schedules for concessions – Basketball and wrestling schedules are out. Dec 26-28 Girls Classic they provide own concession. Veronica needs to move ABC things out of the way. Boy's freshmen basketball tournament early December, ABC opens concession, they run it. Contact basketball liaisons for more information. Do not open concession for single games.
5. Football playoff t-shirts – orders submitted today, should be here by Wednesday, distribution tbd, possibly lunch on Thursday. Short sleeved shirts ordered to sell. Michelle will help on Thursday to sell/distribute. Christy will work on an online store for next year.
6. Open Discussion
 - Scholarships to not exceed \$1k per NCAA from a letter from Presbyterian College. Each school has different guidelines for amounts.
NCAA: A student athlete may receive up to a total of \$1,000 of athletically related outside financial aid per academic year, without restrictions, through one or more established and continuing programs to aid students.
 - Banner sponsors - would like Brandi to take a photo of teams with the banner. Select few athletes will deliver the framed photos to the sponsors. Brandi will work with Helsley to take photos this Thursday. (Later decided seniors would be in the photos.)
 - Marco's Pizza offered \$1,000 benefit. Discussion as to what to do with this pizza credit. Paige will get gift cards and distribute to each coach to use at their discretion.

Angel adjourned the meeting at 6:45.

**CHS Athletic Booster Club 2019-2020
General Meeting Agenda – November 11, 2019**

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

In attendance:

President Angel Karr	Brandi Gutchess
Treasurer Amy Manners	Laura Heron
Secretary Colleen Bartoszek	
Parliamentarian Michelle Karr	
Concessions Director Candy Blaylock	
Communications Director Christy Jones	
Special Projects Director Catherine Smith	
Team Liaison – Paige David	
Spirit Wear Director - Bivi Silva	

General Membership Meeting Agenda:

1. President, Angel Karr called the meeting to Order at 7:01. Roll Call of Board of Directors.
2. Welcome – President Angel Karr welcomed everyone.
3. Vice President – Report – nothing to report
4. Secretary Report – Review of Minutes from the October meeting - Amy Manners motioned to accept October meeting minutes. Candy Blalock seconded the motion.
5. Treasurer Report – Review financial activity for October meeting – Christy Jones motioned to accept October financial report. Michelle Karr seconded the motion.
4. Director Updates
 - 4.1 Membership – Grace McIver – Angel Karr stated that we have 149 members.
 - 4.2 Concessions – Candice Blalock - nothing to report
 - 4.3 Spirit Wear – Bivi Silva – the preview night shirt order has been completed. 170 playoff shirts ordered and will work out delivery.
 - 4.4 Communications – Christy Jones – please send things to be added to website or need to be Tweeted as needed.
 - 4.5 Special Projects – Catherine Smith – Winter/Spring program is in the beginning stages. Central Olympics date will be in the spring. Still looking at spring sport schedules.
 - 4.6 Team Liaison Coordinator – Paige David – Has a list of spirit nights available for next year. Christy needs a list from Paige of the team liaisons to add to communications. There are at least 7 teams that do not have a team liaison.
 - 4.7 Parliamentarian – Michelle Karr – nothing to report

Old Business

1. Concession Stand use by teams/groups – space is school property, trying to coordinate with teams using it.
2. Raffle Winner – John Wood was announced at senior night and check was sent.
3. Central Olympics Date – still working on a spring date

CHS Athletic Booster Club 2019-2020

General Meeting Agenda – November 11, 2019

New Business

1. Spring Program – working on timeline. Will offer incentives for senior ads next year based on date ads are submitted. We have quite a few fall programs left over. Discussion as to what to do with leftovers. Use some to give to companies to get ads following year.
2. Charger Preview Night November 12th – will sell spirit wear in café. Discussion about whether to open up preorders to the incoming 8th graders. Will sell existing inventory and offer preorders.
3. Football Playoff Shirts – will be delivered on Thursday, will sell this week and cheer will throw them out at pep rally and game on Friday. Paige will take a shirt to each sponsor to take with photos
4. Open Discussion

Brandi Gutches made a motion to adjourn the meeting. Amy Manners seconded the motion. The meeting was adjourned at 7:22.

Next Meeting Date – December 9, 2019
(Board – 6 pm General Meeting – 7:00 pm)

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – October 15, 2019

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Parliamentarian: Michelle Karr
Membership Director: Grace McIver
Concessions Director: Candy Blalock
Spirit Wear Director: Bivi Silva
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David

Administrators\Coaches\Other Guests:

Bart Helsley –football coach
Sandi Walker – football, track
Steve McIver – football
Eric Persyn – district athletics

Standing Committee Chairpersons:

Membership: Open
Athletic Programs: Open
Scholarships: Candice Bledsoe
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: Veronica Mercado

In Angel Karr, President and Andrew Manthei, Vice President's, absences, Treasure Amy Manners called the meeting to order at 6:19.

Old Business

1. Program re-print – this was taken care of for the 2 parents of seniors left out
2. Spirit wear (homecoming) – nothing to report in Bivi Silva's absence.
3. Fund Raising
 - a. Raffle – approximately 32 tickets have been sold to date, ABC will extend this fundraiser until the last home game on October 31, 2019. Raffle tickets will be sold at concessions, sub varsity games and volleyball games. An announcement will be made during the homecoming game.
 - b. Central Olympics – the committee has not had a chance to meet to plan, Amy will contact coaches and committee will have a date set for this event by next Board Meeting.

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – October 15, 2019

New Business

4. By-Law Changes/Exceptions

- a. The concession manager, Veronica Mercado, requested that her 10% be paid at the end of each month rather than having the 5% stated in the bylaws held back to the end of the year. Will vote in general meeting.
- b. Request by treasurer to make an exception to the rule requiring 2 signatures for checks over \$500. Treasurer would like to change it to only require President or Vice President approval by email. Will vote in general meeting.
- c. Use of concessions by individual teams and by other organizations. Helsley will discuss with Sledge, possibly use a combination lock on storage, Eric Persyn will look into options. This will be discussed before the next board meeting.

5. Open Discussion

- a. Concession 10/31 visitor's side open, no athletic group will take it. Discussed reaching out to a few groups again and possibly reaching out to Kathleen Eckert at Hillwood to see if any of her organizations would like to earn extra money by working this concession stand. Also discussed offering a larger percentage for that night to entice groups to work the concession stand.
- b. Eric Persyn presented facts about the upcoming Keller ISD Bond. Mr. Persyn outlined the projects planned with the Bond and answered questions about the different projects.

Meeting was adjourned at 7:08 pm.

Next meeting November 11, 2019

Board 6:00, General 7:00

CHS Athletic Booster Club 2019-2020

General Meeting Minutes – October 15, 2019

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

In attendance:

Treasure Amy Manners

Secretary Colleen Bartoszek

Parliamentarian Michelle Karr

Membership Director Grace McIver

Concessions Director Candy Blaylock

Team Liaison – Paige David

Steve McIver – concessions/football

Kathy Robertson - volleyball

1. Treasure Amy Manners called the meeting to order at 7:11 pm. / Roll Call of Board of Directors in attendance.
2. Welcome – Secretary Colleen Bartoszek welcomed everyone in attendance.
3. Secretary Report – The Minutes from the September 2019 meeting were presented and reviewed by members. Grace McIver made a motion to accept the September 2019 minutes. Michelle Karr seconded the motion. The motion passed unanimously.
4. Treasurer Report – The financial activity for September 2019 was presented and reviewed by members. Grace McIver made a motion to accept the financial report. Colleen Bartoszek seconded the motion. The motion passed unanimously.
5. Director Updates
 - 5.1. Membership – Grace McIver stated that we have approximately 135 members as of today. Grace will attend the October 23rd softball parent meeting.
 - 5.2. Concessions – Candice Blalock reported that the visitor's side at the October 31st game does not have coverage. No athletic groups will work it on that day. Paige David will reach out to Kathleen Eckert, principal at Hillwood Middle to see if she has any groups that would be willing to work. 12 volunteers are needed, 6 adults, 6 students
Grace stated that Veronica needs to correspond with Candice about who does not show up to volunteer that are signed up in Sign Up Genius. These people need to be deleted from Sign Up Genius so that hours verification is correct. It was discussed that having a paper sign in sheet at the concession stands would help to compare to the online sign ups.
 - 5.3. Team Liaison Coordinator – Paige David – no update
 - 5.4. Parliamentarian – Michelle Karr – no update

Old Business

1. Fun raising ideas
 - a. Raffle ticket sales will be extended to the 10/31 game. An announcement will be written for the homecoming game.
 - b. Central Olympics – tabled until next meeting

CHS Athletic Booster Club 2019-2020
General Meeting Minutes – October 15, 2019

New Business

Open Discussion

1. The concession manager, Veronica Mercado, requested that her 10% be paid at the end of each month rather than having the 5% stated in the bylaws held back to the end of the year. Grace McIver made a motion to approve the 10% paid to the concessions manager each month. Paige David seconded the motion. The motion passed unanimously.
2. Request by treasurer to make an exception to the rule requiring 2 signatures for checks over \$500. Treasurer would like to change it to only require President or Vice President approval by email. Paige David made a motion to approve this exception. Grace McIver seconded the motion. The motion passed unanimously.

Paige David made a motion to adjourn the meeting. Colleen Bartoszek seconded the motion. The meeting was adjourned at 7:42.

Next Meeting Date – November 11, 2019
(Board – 6 pm General Meeting – 7:00 pm)

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – September 10, 2019

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Parliamentarian: Michelle Karr
Membership Director: Grace Mclver
Concessions Director: Candy Blalock
Spirit Wear Director: Open
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David

Administrators\Coaches\Other Guests:

Bart Helsley –football coach
Bivi Silva
Diana Dearing – Mitchell Dearing/football
Scott Dearing – Mitchell Dearing/football
Cristy Blackburn

Standing Committee Chairpersons:

Membership: Open
Athletic Programs: Open
Scholarships: Candice Bledsoe
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: Melanie Fletcher

BOARD Meeting Agenda:

Old Business

1. Spirit Wear
 - a. Andy Manthei recognized Catherine Smith for her hard work at mini school night on Sept. 9, 2019 for selling \$2600 in spirit wear
 - b. Andy Manthei made a motion for Bivi Silva to take on the roll of Spirit Wear Director. Michelle Karr seconded the motion. The motion passed unanimously.
2. Background Checks – These need to be completed/submitted by this Friday, Sept. 13, 2019. Michelle Karr will 7.7acontact KISD to find out why the background checks are taking longer than normal.

New Business

3. By-Law Review/Changes – Andy Manthei presented the proposed changes to the by-laws to be voted on in the general meeting: 3.3 grandparents, 4.2 grandparents, 4.6 background checks, 4.8c v product pricing, 6.2 signatures on checks, 6.6 new budget approved in July, 7.7a grandparent, 10.1 scholarships, clean up of document

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – September 10, 2019

4. Programs Delivery Update- Catherine Smith stated that the programs will be delivered on September 13, 2019 to be sold at the Varsity game on September 14, 2019
5. Fund Raising
 - a. Raffle – 50/50 split - It was decided that these will be sold at all sporting events for \$2 each. Catherine Smith will start selling these with spirit wear at the 9/14 game. The winners will be drawn at the homecoming game on 10/18 and winners do not need to be present to win.
 - b. Central Olympics – Amy Manners presented her beginning ideas for this event. A committee was formed to further plan this event consisting of Catherine Smith, Amy Manners, Christy Jones, and Michelle Karr.
6. Game Day Roster sheets – Amy Manners and Christy Jones will collaborate to create and copy these for distribution at each game. These will be free and are to have the link to join the Booster Club and spirit wear.
7. Program Committee – A new program committee was formed to plan the winter/spring program. The new committee consists of Catherine Smith, Christy Jones, Paige David, Michelle Karr, and Brandi Gutches.
8. Open Discussion
 - a. Andy Manthei is working with Coach Helsley for this week's game to get more volunteers from the freshmen football team.
 - b. Booster Club does not have any involvement with the homecoming parade. Interest parents and community members can contact Liana Gantz about participation information.
 - c. Melanie Fletcher brought up conversation about needing help with concession stands by board members. Discussion about bylaws in regards to concession stand. Conversation was tabled.

Meeting was adjourned at 7:00 pm.

Next meeting October 15, 2019
Board 6:00, General 7:00

CHS Athletic Booster Club 2019-2020

General Meeting Minutes – September 10, 2019

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

In attendance:

- | | |
|---|--|
| <p>President Angel Karr
 Vice President Andy Manthei
 Treasure Amy Manners
 Secretary Colleen Bartoszek
 Parliamentarian Michelle Karr
 Membership Director Grace Mclver
 Concessions Director Candy Blaylock
 Communications Director Christy Jones
 Special Projects Director Catherine Smith
 Team Liaison – Paige David</p> | <p>Concessions Manager Melanie Fletcher
 Scott Dearing - football
 Diana Dearing - football
 Byron Griggs - baseball
 Michelle Griggs - baseball
 Pam Freewey - tennis
 Bivi Silva
 Jacques Jones – basketball
 Cristy Blackburn
 Courtney Compton
 Jennifer Sowden - soccer</p> |
|---|--|

1. President Angel Karr called the meeting to order at 7:00 pm. / Roll Call of Board of Directors.
2. Welcome – President Angel Karr welcomed everyone in attendance and handed out athletic tickets to be used at sub-varsity games.
3. Vice President – Andy Manthei will present by-laws later in the meeting.
4. Secretary Report – The Minutes from the August 2019 meeting were presented and reviewed by members. Scott Dearing made a motion to accept the August 2019 minutes. Catherine Smith seconded the motion. The motion passed unanimously.
5. Treasurer Report – The financial activity for August 2019 was presented and reviewed by members. Grace Mclver made a motion to accept the financial report. Andy Manthei seconded the motion. The motion passed unanimously.
4. Director Updates
 - 4.1 Parliamentarian – Michelle Karr reported that a few board members’ background checks have not been finalized. The system is taking longer this year. All board members whose background checks have not been finalized need to forward the confirmation of submission to Michelle Karr by 9/13/19.
 - 4.2 Membership – Grace Mclver reported that there are 96 members as of last weekend. With the additional memberships from mini school night on 9/9 and from the mail, there are close to 120 members now. Grace reported PayPal issues and needs to contact a few parents about pending payments. Cheer only has 3 memberships and Grace will contact coaches.
 - 4.3 Concessions – Candy Blalock is trying to get additional volunteers. Coach Helsley has offered a shirt as an incentive to the freshmen and jv teams. AVID and NHS have been emailed to get additional help. Concession stand volunteer time counts towards green cord. It was suggested that cheer work the 10/31 visitor side concession stand.
 - 4.4 Spirit Wear – Bivi Silva was announced as the new Spirit Wear Director. It was reported that \$2600 in spirit wear was sold at mini school night on 9/9.
 - 4.5 Communications – Christy Jones

CHS Athletic Booster Club 2019-2020

General Meeting Minutes – September 10, 2019

4.6 Special Projects – Catherine Smith reported that a program committee has been established. Programs will be available Friday for \$10 each. Central Olympic ideas were discussed and it was agreed upon that this event is intended to develop school spirit rather than to raise funds.

4.7 Team Liaison Coordinator – Paige David reported that some sports are still missing team liaisons but she will continue to reach out to those teams.

Old Business

1. Fund raising ideas
 - a. Coke Displays
 - b. Central Olympics Committee
 - c. Kroger
 - d. Amazon Smile
2. Sign Up Membership Ideas

New Business

3. By-Laws – Vice President Andy Manthei presented the proposed changes to the members: 3.3 grandparents, 4.2 grandparents, 4.6 background checks, 4.8c v product pricing, 6.2 signatures on checks, 6.6 new budget approved in July, 7.7a grandparent, and a clean-up of the document. These changes were approved by a unanimous vote. 10.1 scholarships was approved by a vote of 14:2.
4. Program Committee
5. Open Discussion
 - a. Michelle Karr drew for tickets for Saturday's game and tickets were distributed.
 - b. Steve Mclver will be taking over of ordering of concessions for Melanie Fletcher. The new concession manager has not been announced, but Steve has agreed to do the purchasing.

Andy Manthei made a motion to adjourn the meeting. Byron Griggs seconded the motion. The meeting was adjourned at 7:57.

Next Meeting Date – October 15
(Board – 6 pm General Meeting – 7:00 pm)

CHS Athletic Booster Club 2019-2020

General Meeting Minutes – August 12, 2019

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

In attendance:

President Angel Karr	Special Projects Director Catherine Smith
Vice President Andy Manthei	Concessions Manager Melanie Fletcher
Treasure Amy Manners	Sarah Go Loud Graphics
Secretary Colleen Bartoszek	Jessica C Mason
Parliamentarian Michelle Karr	Byron Griggs
Membership Director Grace McIver	Michelle Griggs
Concessions Director Candice Blaylock	Janie Trevino
Communications Director Christy Jones	Bivi Silva

1. President Angel Karr called the meeting to order at 7:02 pm / Roll Call of Board of Directors.
2. Welcome – President welcomed everyone
3. Vice President – Report – will go over by-laws if time, welcomed new members
4. Secretary Report – The Meeting Minutes from the July 2019 meeting were presented and reviewed by members. The minutes were accepted. Jessica Mason made a motion to accept the minutes. Brandi Gutches seconded the motion. The motion passed unanimously.
5. Treasurer Report –19/20 budget was reviewed. Christy Jones made a motion to approve the budget. Grace McIver seconded the motion. The budget was approved unanimously.
4. Director Updates
 - 4.1 Parliamentarian – Michelle Karr
 - 4.2 Membership – Grace McIver – as of Saturday, there are 57 members with both form completed and payment received. Christy Jones suggested putting a QR code link at the concession stands to join booster club.
 - 4.3 Concessions – Andy Manthei introduced Candy Blalock as new concession director
 - 4.4 Spirit Wear – Catherine Smith introduced Sarah Frans from Go Loud Graphics. Website for online orders has been created and can be sent out when prices are finalized. Sarah will have orders in hand in one week from date order is closed. Orders will be delivered in bags with customers names on them to make distribution easier. All payments go to Go Loud Graphics and Sarah then cuts booster club a check for their portion of sales. Angel Karr suggested having a spirit wear committee. It will be Catherine Smith, Page David and Andy Manthei. Discussion to buy merchandise to sell directly.
 - 4.5 Communications – Christy Jones will add links from CHS ABC site to other sites. Sponsors need to email a PNG or JPEG file to Christy to put on website.
 - 4.6 Special Projects – Catherine Smith discussed needing sponsors for program, senior ads are due 8/23, band, cheer & LD will be a part of the program this year. Coach Helsley wants programs delivered by 9/5. Discussed moving date back a week to give time for more involvement by other organizations.

CHS Athletic Booster Club 2019-2020

General Meeting Minutes – August 12, 2019

4.7 Team Liaison Coordinator – Paige David

Old Business

1. Softball backstop padding request was put to a vote. Christy made a motion for board to pay ½ of \$1976 (\$988). Brandi Gutches seconded the motion. The motion passed unanimously to pay for 50% of the backstop padding.
2. Fundraising ideas –
 - a. Melanie Fletcher presented the Coke and Walmart end cap decorating idea. Any and all sports can participate. Opportunity will be presented to the coaches at tomorrow's luncheon.
 - b. Amy Manners suggested a Central Olympics as a large Booster Club fundraiser that will promote school spirit. Each team will pay a registration fee. A committee will be formed to discuss idea further. Special Programs will look into pursuing the idea once the program is complete. Tabled until after program.
3. New email threads need to be started amongst the board for new topics of conversation rather than replying to all and adding on new items to old emails. Everyone be mindful to include entire board in all correspondence.
4. Andy Manthei asked all board members to review by-law changes by next meeting. By-law review tabled until next meeting. Grace McIver suggested the by-laws be condensed to match other KISD athletic board by-laws. Board will review next meeting.

Meeting adjourned at 7:59.

Next Meeting Date – September 9, 2019
(Board – 6:00 pm General Meeting – 7:00 pm)

CHS Athletic Booster Club 2019-2020
Board/General Meeting Agenda – April 13, 2020

President:	Angel Karr	Vice President:	Andy Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

General Membership Meeting Agenda:

1. Call to Order / Roll Call of Board of Directors.
2. Welcome – President
3. Vice President – Report
4. Secretary Report – Review of Minutes from previous meetings
5. Treasurer Report – Review financial activity from previous meetings
4. Director Updates
 - 4.1 Membership – Grace McIver
 - 4.2 Concessions – Candice Blalock
 - 4.3 Spirit Wear – Bivi Silva
 - 4.4 Communications – Christy Jones
 - 4.5 Special Projects – Catherine Smith
 - 4.6 Team Liaison Coordinator – Paige David
 - 4.7 Parliamentarian – Michelle Karr

Old Business

Concessions update
Scholarship updates

New Business

1. Board member Elections 2020-2021 Elections will be May 11, 2020
2. Discussion to amend the bylaws regarding monthly meetings: One board meeting monthly open to all booster members starting 2020/2021 time TBD
3. Spring program: How to distribute

Next Meeting Date – May 11, 2020 General meeting 7PM via Zoom due to CDC Covid-19 recommendations.

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – August 12, 2019

President:	Angel Karr	Vice President:	Andrew Manthei
Treasurer:	Amy Manners	Secretary:	Colleen Bartoszek

Directors:

Parliamentarian: Michelle Karr
Membership Director: Grace Mclver
Concessions Director: Candice Blalock
Spirit Wear Director: Open
Communications Director: Christy Jones
Special Projects Director: Catherine Smith
Team Liaison Coordinator: Paige David

Administrators\Coaches\Other Guests:

Bart Helsley
Bivi Silva
Brandi Gutchess
Katie Welborn

Standing Committee Chairpersons:

Membership: Open
Athletic Programs: Open
Scholarships: Candice Bledsoe
Webmaster: Christy Jones
Social Media: Christy Jones
Fundraising: Open
Corporate Sponsorship: Open
Audit, By Laws, Elections Nominating: Open
Concessions Manager: Melanie Fletcher

President Angel Karr called the meeting to order at 6:08 pm.

1. Spirit Wear – Sarah from Go Loud Graphics will present at the general meeting.
2. Coaches luncheon – August 13th, sign-up sheet for concession stand, Paige has volunteers to cover
 - a. Food sponsor – Dickey's will provide instead of Berry's Best
 - b. Booster attendance
3. Coaches assign Team Liaison Update
4. Parent Team Meetings
5. Set up new Credits Cards and signing authorities & Sam's account – done
6. Softball request for backstop padding – Coach Katie Welborn asked has 2 quotes: BSN \$1976 and another for \$2415, requesting all from ABC, discussed percentage to pay, will take paying 50% to vote during general meeting

New Business

1. Concessions Director – Brandi Gutchess made a motion for Candice Blalock to take over this roll. Amy Manners seconded the motion. The motion passed unanimously.
2. By-Law Review/Changes – Andy Manthei sent out to board to review before meeting, discussion tabled until next meeting due to time issues.
3. 2019/2020 Budget – is the same as last year

CHS Athletic Booster Club 2019-2020

Board Meeting Minutes – August 12, 2019

4. Spirit Wear
 - a. T-shirt design – Sarah from Go Loud Graphics will handle the entire process from designs to delivering orders that are ordered online through a QR code.
5. Programs - tabled
6. Gmail Accounts – Christy Jones would like everyone to use alias accounts through CHS ABC website rather than set up separate gmail accounts.
7. Background Checks – need to be complete by next meeting, link can be found on KISD website
8. Sam's account – been transferred from Andy to Angel, Angel needs to update birthday, Melanie needs to renew, can use reward points
9. Parent Meetings
10. Open Discussion
 - a. Membership online payment fix, Amy will investigate
 - b. Melanie Fletcher proposed a fundraiser with Coke and Walmart to decorate endcaps, Melanie will follow up with more information.

Meeting was adjourned at 7:00 pm.

Next meeting September 9, 2019
Board 6:00, General 7:00