

Mankato West Booster Club

MEETING AGENDA

August 27, 2018

Mankato West

6:05pm

1. Meeting Called To Order -
 - a. **Lisa called the meeting to order**
 - b. **In attendance: Lisa Cownie, Steve Isakson, Traci Hayes, Justine Carlson, Stephanie Smook, Beth Fasnacht, Brian Fell, Tony Jones, Chris Marben**

2. Submission and Approval of Last Month's Financial Report – Steve Isakson, Treasurer
 - a. **Steve provided the financial reports; some discussion on businesses who had not paid for AD's, Lisa will make some calls. Financial report approved**

3. New Business – Leadership/Team Breakdown for 2018/19 school year
 - a. Board of Directors
 - i. **Lisa Cownie, Traci Hays, Steve Isakson, Justine Carlson, Beth Fasnacht, Tony Jones, Chris Marben, Stephanie Smook, Jen Johnson**
 - b. President
 - i. **Lisa Cownie agreed to this position**
 - c. Vice President
 - i. **Traci Hayes agreed to this position**
 - d. Secretary
 - i. **Justine Carlson agreed to this position**
 - ii. **Secretary will do minutes, create meeting agendas (send to Lisa and Bran for approval before sending to board, manage membership spreadsheet**
 - e. Treasurer
 - i. **Steve Isakson agreed to continue as treasurer**
 - f. Concessions
 - i. **Traci Hayes will continue to be the buyer, will have stands ready to go and line up volunteers**
 - ii. **Chris Marben and Tony Jones will find volunteers and be in charge of the outside stand during football season**
 - g. Merchandise
 - i. **Stephanie Smook and Jen Johnson will continue as the leads**

- ii. **They have been selling at PAC meetings, West Open House, DMMS Conferences & will sell at games**
 - iii. **Sign-up genius was sent out to volunteers so they could sign-up to help sell**
 - h. **Scarlet Saver Cards**
 - i. **Beth Fasnacht is the lead and training in Lizz Lowe to take over**
 - ii. **Pretty good start; September 14th was given as a deadline for fall sports to turn in their money/cards**
 - iii. **Thank you's need to go out to businesses with a complimentary card; Beth will take the lead on getting all the addresses**
- 4. **Committee updates**
 - a. **Concessions: Traci reported**
 - i. **Pepsi was here & fixed all coolers**
 - ii. **48 bags of M&M's and Popcorn Oil needed to be discarded due to expiration date**
 - iii. **Inventory has been taken on all items; created a spreadsheet and will update it after each event**
 - iv. **Hatanpa State Farm to donate popcorn bags**
 - v. **Sign-up genius went out to sports teams for inside concessions help; will go out to Key Club and NHS next**
 - vi. **Pizza will be coming from Jakes, \$9/pizza and options will be cheese, pepperoni or candian bacon; will place order the day before and confirm morning of**
 - vii. **Tailgating on August 31st before game; will order less than normal amount of pizza**
 - viii. **There is a bill coming from Jakes from last spring**
 - ix. **Waiting on Hy-Vee cards so will charge the items that we need now**
 - x. **Having issues with SAMS Club and changing names on the card; checked with Hermel and they have all the same items for comparable prices**
 - 1. **Was decided that we should just go with Hermel**
- 5. **Activities Director - Monthly Report and New Requests – Brian Fell, AD**
 - a. **No requests this month**
 - b. **Have some receipts for reimbursement that he will get to Steve**
 - c. **Handed out passes to booster club members and has them for sponsors**
 - d. **West Music Booster Club**
 - i. **They had asked for a \$1000 startup loan, this was approved last year but not needed**

- ii. **Their name is a bit confusing as is because it is too similar to ours, they are in the process of changing it and have requested \$400 from us to help with the name change. Their 501C3 is OK as it was set-up**
 - iii. **Steve said we have the dollars in the budget to gift this to them; Chris motioned to gift \$400 to Mankato West Music Parents, Steve seconded – motion passed**
 - iv. **Brian thanked all booster club members for all they do**
- 6. **Other Business**
 - a. **Nothing else to discuss**
- 7. **Adjournment**
 - a. **Meeting was adjourned at 7:08pm**

Next Meeting: September 24, 2018 @6:05pm, Mankato West

Respectfully Submitted by Justine Carlson, Mankato West Booster Club Secretary