

Comet Athletic Boosters General Meeting July 29, 2015

In Attendance: Wendy Golski, Mary Bartek, Deanna Walther, Laura Kemp, Rob Glatz, Bill Fishleigh, Lorraine Kruman, Amy Cotterill, Jennifer Gendics, Nancy Laslo, Tina Judge, Angela Rigsby, Sherry Perkins, Sara Biedenbach, Judy Dziak, Kevin Collins, Beth Burgett, Casey Wolf, Valerie Neidert, Andy Dever, Patrick Bray, Chip Fayer, Stephanie Halfhill, Josie DeJesus, Laurie Cogan

The meeting was called to order by Beth Burgett, Secretary of the Comet Athletic Boosters. Matt Veneman, president could not be in attendance due to work obligations. The meeting is the first for the 2015-2016 school year. Coaches, club organizers and parent representatives were in attendance.

Executive Board Members are: Matt Veneman, President; Andy Dever, Vice President, Olivia Sliman, Vice President who helps with special events. Valerie Neidert, Treasurer; Beth Burgett, Secretary.

Each person in attendance introduced themselves and stated which team/organization they represent.

Treasurer's Report - Valerie Neidert reviewed the following:

*Each sport team/organization will receive a monthly Cash Flow report detailing all their transactions.

*4 forms were reviewed, which are to assist with documenting financial transactions and to help track fundraising activities for each team/organization. The forms are: Fundraiser Approval Form, Fundraiser Report, Deposit Form and Request for Reimbursement/Check Request.

*Fundraisers will be posted on a school calendar (Google docs) for all to see. Fundraiser Approval Form is to ensure that multiple fundraisers are not occurring on the same day, week. Also, to ensure that we know what fundraisers are occurring and to help Valerie and the Executive Board be ready to assist with the deposits and/or Request for Funds.

*Each Deposit Form needs to have at least one person count the money before it is given to Valerie Neidert.

*Valerie Neidert maybe contacted on her cell phone at (440-315-9612) or vneidert@roadrunner.com.

*Check Requests: These requests will be discussed at the Comet Athletic Boosters meetings. Casey Wolf needs to review all check requests to make sure they are appropriate and to ensure that Casey does not have funds in his Athletic Department budget to assist with the teams/organizations request.

*Valerie will issue checks twice per month; at the regular Comet Athletic Boosters meetings and the last Friday of the month. Requests should be submitted to Casey the Monday before the meeting and the last Wednesday of the month, so he can

review and approve them. Casey will then forward to Valerie all approved Check Requests, and Valerie will cut the checks.

Athletic Director's Report - Casey Wolf reviewed:

- *Thanked everyone for their support of the Comet Athletic Boosters.
- *The Comet Athletic Boosters will not only be involved with assisting with the bookkeeping for each team/organization but we want to develop Comet Pride and continue to develop school spirit.
- *Through the General Fund for the Comet Athletic Boosters we would like to eventually help purchase Championship Shirts, verses those being purchased by a team's/club's account.
- * Casey will forward to all organizations/teams the Comet Athletic Boosters By-Laws and forms.

Fundraising

- *Other Fundraising opportunities are being considered and some occurred last year.
- *An Amherst Hall of Fame is being discussed. Fall of 2016 is when we should be ready to implement.
- *The Comet A's Awards (our own Espy Awards) occurred in May last year.
- *All teams and organizations were invited to sell tickets for the Chevy Truck Raffle last year, which is why there are various organizations with funds in the Comet Athletic Boosters.

Other Information Conveyed:

- *Casey will assist with sending out Twitter feeds, posting on Facebook and school website the Fundraisers that are occurring. "Get the word out!" so we can all support each other's fundraisers.
- *At each meeting a representative from each group should be present. This assists with conveying info back to the coach, if they cannot attend. Bring ideas from each head coach/team.
- *Each General Membership meeting will be the 2nd Wednesday of each month. We will do our best to keep the meetings under one hour.

Meeting was adjourned at 7:15 p.m. by Beth Burgett.

The next Comet Athletic Boosters General Meeting is August 12 at 6:30 p.m. at Amherst Steele Library.

Minutes Respectfully Submitted by Beth Burgett, Secretary.