

FHS Booster Meeting | MINUTES

Date - 9/9/2019 | Time - 6:30pm | Location - Folsom High School - Library

Meeting called by Steve Heller (President)
 Type of meeting Monthly FHS Booster Board Meeting
 Call To Order 6:34pm
 Note taker Scott Friery (Secretary)

Name	Sport	Present	Name	Sport	Present
K Arbis / M Hudock	Baseball	X	Carla Barrow	Softball	X
Michelle Ray Davis	Boys Basketball		M. Bergstrom	Swim/Dive	
Rich Pettingill	Girls Basketball	X	Anu Biswal	Boys Tennis	X
Silia Blount	Cross Country	X	Anu Biswal	Girls Tennis	X
Mike McMurtrey	Football	X	Silia Blount	Track and Field	X
Teri Murray	Boys Golf		Julie Seabury	Boys Volleyball	X
Barbara Coulombe	Girls Golf	X	Jen Tarbox	Girls Volleyball	X
N. Sanchez	Boys Soccer	X	Sandy Staples	Wrestling	X
April Shepard	Girls Soccer	X	Open	Comp Cheer	
Steve Heller	President	X	April Shepard	Vice President	X
Fritz Pahland	Treasurer	X	Marc Hudock	Finance Sec.	X
Scott Friery	Secretary	X	Lisa Finley	Athletic Director	X

AGENDA TOPICS

- **Approval of Previous Meeting Minutes**
 - Motion to approve 8/19/2019 minutes made by Mike McMurtrey
 - Motion seconded by Julie Seabury
 - All in favor “Aye” – All in favor
 - All opposed “Nay” – None opposed
 - No Discussion
 - Motion Passed
- **Add New Board Members/Booster Reps**
 - None needed for this meeting
- **President’s Report – Keeping the Main Thing the Main Thing**
 - 2019 – 2020 is About Revenue
 - 2019 – 2020 is About Standardizing Tax Prep Reporting
 - 2019 – 2020 is About Documenting Processes and building the Website
- **Vice President’s Report**
 - Brochure needs by sport
 - Fall sports have started – Need to have brochures for the Winter sports
 - Winter parent’s meeting is scheduled for 11/13/2019 @ 6:30pm
 - Can we get on the agenda for the main meeting
 - Suggestion is to include the Booster Membership cost in the cost of the Spirit Packs
 - Revenue – Plan is to raise at least \$6,000 in Booster Membership

- As of today we are at 30% of plan
- Corporate donations are at \$1,200

• **Treasurer's Report**

General Fund	Director's Fund	Scholarship Fund
\$11,673.14	\$5,983.65	\$6,963.17

- \$1,500 was transferred out of Director's Fund and into Scholarship fund for the scholarship checks written this year
- WFB on Auburn-Folsom Blvd is closing in October 2019. Must use the East Bidwell/Blue Ravine Branch
- Below is a list of Signature changes that need to occur ASAP
 - BOYS/GIRLS TENNIS – Add Anu Biswal as signer
 - BOYS GOLF – Remove Jen Torres, Add Teri Murray
 - CROSS COUNTRY – Remove Laura Burse
 - TRACK/FIELD – Remove Laura Burse
 - BOYS SOCCER – Remove Jen Tarbox, Add rep
 - GIRLS VOLLEYBALL – Remove Scott Friery, Add Jen Tarbox
 - CHEER – Add rep
 - STUNT – Add rep

• **Financial Secretary's Report**

- Review of 2019/2020 Budget Expectations
 - Current plan is to raise \$6,000 in Booster Membership Revenue
 - Marc is working towards having our 2019/2020 Tax Prep fees in the \$1,200 - \$1,800 range
- Tax Prep Fees for 2018/2019
 - This is for the current tax prep year. Estimated to be over 2K
- Tax Prep Fees for 2016/2017 and 2017/2018
 - The board incurred over \$8,300 in expenses for tax prep and filing over these 2 years
 - Based upon the expenses being paid out of the General Fund, we run the risk of not having at least one account with a balance of 10k or more
 - If we fail to keep at least one account above 10k, then ALL booster accounts will begin to pay a \$14/month service fee for banking with Wells Fargo.
 - Motion brought to the board to have all of the Booster Sports pay 85% of the expenses incurred. The Executive Board will pay the remaining 15%

2016-2018 Tax Prep Cost Share Analysis

16-17 tax prep bill was \$5,200, 17-18 tax prep bill was \$3,125 for a total of \$8,325. General/Director/Scholarship will take 15% of bill. Remainder spread by sport based on total # of athletes in their respective programs in 18-19.

Sport	Athletes	% To Total	Cost Share
Baseball	53	7.34%	\$ 519
Cheer	23	3.19%	\$ 225
Cross Country	41	5.68%	\$ 402
Football	123	17.04%	\$ 1,205
Men's Basketball	34	4.71%	\$ 333
Men's Golf	13	1.80%	\$ 127
Men's Soccer	63	8.73%	\$ 617

Men's Tennis	18	2.49%	\$	176
Men's Volleyball	24	3.32%	\$	235
Softball	32	4.43%	\$	314
Swim Dive	62	8.59%	\$	608
Track	69	9.56%	\$	676
Women's Basketball	33	4.57%	\$	323
Women's Golf	4	0.55%	\$	39
Women's Soccer	54	7.48%	\$	529
Women's Tennis	10	1.39%	\$	98
Women's Volleyball	37	5.12%	\$	363
Wrestling	29	4.02%	\$	284
General/Director/Scholarship	0	15.00%	\$	1,249
Total Number of Athletes	722	100%	\$	8,325

- Motion to approve the allocation/payment of expenses by program (see above) made by Barbara Coulombe
- Motion seconded by Sandy Staples
- All in favor “Aye” – All in favor
- All opposed “Nay” – None opposed
- No Discussion
- Motion Passed
- The money will be transferred by the Treasurer from all of the individual sports accounts and in to the General Fund before the next meeting.
- **Secretary’s Report**
 - Conflict of Interest
 - Discuss on Conflict of Interest. Need the proper documents. Will be tabled for next meeting. Need to provide the COI Statement and the signature document.
- **Athletic Director’s Report**
 - Cross Country Parking Lot Fundraiser
 - Need to call our Insurance Agent and inform them of our event
 - April Shepard will provide the contact information to Lisa Finley, then to all of the Booster Reps
 - Lisa F needs starter cash to make change for the event.
 - List of Fall sports Transportation Fees to be distributed to the Booster Reps from Lisa Finley
 - Friendly reminder to parents that then need to pay
 - Need to understand what forms to include on the website. This will be a topic for next booster meeting
- **Topics for next meeting**
 - Conflict of Interest – Need documents and signoff from all the boosters
 - Documenting Processes and building out the website

Meeting Adjourned at 7:40pm