



Stockbridge Athletic Boosters General Meeting Meeting Minutes | September 9, 2019 | (pg. 1 of 3)

Opening

The General Meeting of the Stockbridge Athletic Boosters was called to order at 6:09 PM on September 9, 2019

Attendees

Colleen Satkowiak, Monique Coffman, Chris Miller, Lynn Beauregard, and Amy Schlaff - Jeremy Killinger stopped in quickly.

Approval Minutes

- August 12, 2019 minutes to be reviewed by 9/16/19, final approval via email by 9/23/19.

Old Business

Draw Down Updates

- February 22 and 29, 2020 are both available at the American Legion Hall.
- We need confirmed information from Mike Dalton before making final decision.
 - What comes with venue, are there issues with a liquor license due to proximity near school.
 - Need to be able to finalize a decision by next meeting on 9/9/19
 - MC will email Chief Torres (Liquor license process at MS). Can we have there with the school? Teen Center?

Fundraising events:

- No word from MK yet.

Track Meet Vouchers:

- School needs invoice 39 tickets at \$4.50 each (1 hot item, 1 snack, + 1 drink (H2O or Gatorade); invoice delivered, payment status.

Referee Items:

- Invoice delivered, payment status.

501c3

- Not revoked as of 7/8/19 according to IRS file online:
- CS met with AH, and she believes SAB did file, CS called Sherry Koch and has not heard back.
Next steps: Planning to look into CPA assistance/guidance, AH will share her previous resource in Grass Lake.
MC/AS recommended Erika from Unique Tax Preparation.

Request for Funds Forms –

- Straight forward form to be filled out by requestors.
\$1,999.00 Hudl invoice (from Jeremy Killinger).
1st \$900, everything after 1/2 price - \$450 (added Hudl play tools) which added \$199.00 (Last year we payed \$1,771.00)*
- JK Stockbridge was not scheduled to host Touchdown Club, however, Dansville could not do it so it was held here.
Everything was sold from Football concessions.
JK please come up with a percent 65%/35% was recommended by JS, Treasurer.
CS requested actual file for RFF Forms from JK. MC suggested editable pdf once we have digital file to post online

Hudl –

- Hudl has been filled out on an RFF form (JK).
 - Options are to pay Hudl or JK. Group discussed that SAB should pay Hudl directly.
 - LB mentioned a hope for increased participation from Football for support.
 - CS we did have many more volunteers.
 - CM made a motion to pay Hudl invoice \$1,999.00 directly. LB seconded. All in favor, none opposed.
(This was an increase from last year).
 - JS will need to sign the invoice, and we will pay Hudl directly.

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Officer Reports:

President: (CS)

- Raffle licenses were overnighted (CS put in for 14/\$70.00) will need some reimbursements.
- Hot dog cart inspection completed 9/5/19. Went well, no citations.
\$90 Inspection, \$70 Raffle - JS and CS will not sign checks together.
Everyone has signed at the bank, with the exception of JS for the 2019-20 service year.
- JK and LB will sign to cut a check for reimbursement.
- CS to create a form for request for reimbursement.
- CM expecting inspection next weekend through school (School covers payment for this).
Inspection are unannounced: We will not know date for sure.
- Make sure hats are worn, etc.

CS had proposed reviewing by-laws, considering looking at a couple of dates to work on this separately from general meetings. LB offered to do at her house, more casual.

Vice President: (LB)

- Need to have a training day for concessions.
 - (water must be taken out of the sink).
 - Storage of utensils (must air dry). (Do not leave out until next event).
Can be put in the oven or pizza warmer.
 - MC: paper bags need to be in plastic, LB: more plastic covers.
 - Hotdog roller cover?
- Touchdown Club, we will need to stock the one side.
 - LB went on Sunday to make sure we have enough.
 - 65%/35% (minus what we spent).
Cost of goods - CS/LB find some time to figure out our margin.*
 - Hotdogs need to go up in cost. (*TD Club should be responsible for purchasing their own hotdogs and pretzels).
7/8th grade games - running fine, but we'll need to get a lot of food.
- **Homecoming:**
 - Snowcone machine (we don't have a big enough freezer to hold the ice).
We have it, and it works well. Staff would serve.
 - Meal deal? Pork? Hotdog meal deal?
Onions? AS has access to commercial slicer.
 - Hotdog cart? Sauerkraut, onions, relish, chili, cheese. (Hot dog cart)
\$5 meal deal. (loaded dog, chips, drink, brownie/cookie)
No toppings still \$5.00
\$6 if want Gatorade or tea.
 - AS: Souvenir cup? Another big bin missing in Hot dog cart? A little bit of a gap in cart to lift trays.
LB: Need bungee cords.
 - CS: Requested building out check list (trash, dishes, etc., everything!) Walk around. Plugs.
Every booster person should know how to close.

Treasurer: (JS)

- Not going to be here - texted on Legion.
- No balance info now, but he will email to add to the minutes.
- LB giving receipts to CS for Jason.

Secretary: (MC)

- Schedule photo with Allison - Jason? Next meeting?
- Checked on Community Guide (not until January) with SCN.
Due, early December, work on in November.
- Facebook cover images updated.
More photos -
- Announce Junior Board (once finalized).
- Any ideas on stuff to share - short bio (kids in sports) on members.
- LB: Boosters in Dundee (Boosters held up signs about how much they supported each sport).
Perhaps we could announce at Homecoming - when announcing 50/50 Raffle tickets?
- Boosters during Homecoming Parade? Maybe in future.

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Historian: (JK)

- No report
- Table cloth turned out great!

New business:

- AS has black plastic table clothes to donate.
- Are there things we need to be thinking about for baseball stand (window?) needs replacing? power wash?
- Spring: CS planning on \$500 - school has money to fix scoreboard
- (What are they doing with TV during indoor concessions). MK
- Poster board (where money goes?) Permanent sign too involved, and upkeep.
- Touch down club concessions revisited.
 - 65% 35%
 - Use our product?
 - What is our margin - what ever they take in split that (minus product cost first).
Then split profit, 35% us, 65% them.
CM willing to help -
- Status of ordering online (free shipping?) or with business membership?
We would need a delivery location where items could be stored.
Pre-order and just pick it up. (Curbside pick-up?)
- TD club concessions - next game is this Sunday (after our big first home game).
Kim will pick up difference of what we have. (Weather Friday 78° and 50% chance rain).
- MC: Talked with bank - could do credit card for online ordering, card in one members name, payment by check would still require two signatures.
Discussion tabled until JS is present.

Next regular meeting: Monday, October 14, 2019, 6 pm in the Stockbridge Jr/Sr High School Teacher's Lounge.

- *MC motioned to adjourn the meeting at 7:45 pm, AS seconded, all in favor, zero opposed.*

9/9/19 - MC