



## Stockbridge Athletic Boosters General Meeting Meeting Minutes | November 19, 2019 | (pg. 1 of 2)

### Opening

The General Meeting of the Stockbridge Athletic Boosters was called to order at 6:04 PM on November 19, 2019.

### Attendees

Colleen Satkowiak, Lynn Beauregard, Monique Coffman, Valerie Rochow, Mary Beth Hall.

### Approval Minutes

- CS motioned to approve October 14, 2019 general meeting and 10/21/19 special meeting minutes as written. MK seconded, all in favor, zero opposed.

### Old Business

#### 2020 Panther Draw Down and Special License Application:

- *Draw down planned for Saturday, 2/29/20.*
- Will hold at Stockbridge Activity Center pending School board approval for the liquor license application due to proximity to school property.
- Next Regular (Public) School Board meeting is Monday, 11/25/19.
  - CS working on getting a letter prepared for the Board Meeting.
- Law Enforcement approval MC to contact office for signature from Chief Johnny Torres.

#### Fundraising/Events:

- Casino Bus trip: made \$1,800 (50/50 \$140 + Basket don't know total). Girls basketball.
- Softball team is doing a comedy night fundraising event.
- CS it would be nice to have Boosters representation at Coaches meeting with MK.
  - common request from coaches (keeping uniforms updated and nice — currently we cannot purchase due to our By-laws.
- Tabled - Updates/Decision on early Nov 2019 fundraising event (checking into holiday light events, greenfield village; MK following up on potential Wizards event date/s).
- CS submitted written response and field 990 e Postcard online to IRS 10/29. (Answered online question).
- Status update of hard copy of liquor license. (Still need copy of original liquor license from CM).
- **Winter "Meet the Team Night" Monday, 11/25/19**, (Same night as School Board Meeting).
  - Need a few volunteers to lead the event/volunteers to serve at event: CS, LB, JK, MC, MH.
  - LB to ask Classic Pizza to provide pizza for "Meet the Team Night."
  - LB will pick up salad, cookies, etc., from Gordons.
  - Plan for between 80-100 kids (90!)
  - Table cloth is located in storage closet in box — on shelf.
- **Wizards event Tuesday, 3/31/20.**
  - Need to follow up securing Wizards, motion at special meeting on 10/21 to make down payment (MK). (We do not have the deposit information yet from MK yet).
  - For raffle license (if prize valued over \$500 ticket would need to be presented for approval. (Includes accumulation – not just one raffle).

#### Other:

- Request for funds form and instructions - still have not received from JK.

### Officer Reports:

#### President: (CS)

- Raffle license is active – LB/CS will go over dates to finalize — need accountability information.
  - Volleyball wishes to raffle basket/s on 10/22 raising money for uniforms.
- Postponing review of By-laws – separate meeting required. Come prepared with solutions and ideas.
  - By-Laws (after holidays) January?
    - MC to prepare a pdf for people to be able review and comment on if they have Adobe Acrobat capabilities.
  - **Proposed schedule (By-laws sent out by 12/30/19, Feedback received by 1/13/20, Review and potential meeting 1/27/20). Timeline/deadlines to be included with email to Boosters.**
  - If we make changes, we may need to resubmit for 501c3
    - We would have to true up record of our By-laws as we get ideas.

Continued...

# Stockbridge Athletic Boosters General Meeting

## Meeting Minutes | November 19, 2019 | Continued (pg. 2 of 2)

- Raffle licenses not yet submitted for 2/29 and 3/31 due to approval for liquor license which will identify exact location
- Tickets: we will keep the same.
- Will need to coordinate teams for Draw Down.

### Vice President: (LB)

- Winter sports:
  - LB having difficulty with sign-up genius.
  - Team schedule sent out.
  - LB looking where we can do raffles/baskets (before the new year).  
Not as many home games in December.
  - VR has been recruiting more people to work concessions. (Individually contacting them with dates).
  - CS: Need to true up raffle dates with LB.
- Clearing out inventory remaining in football field 11/15/19.  
(CS and girls). Cleaned and deodorized.
  - Amy and Anthony Adkins, Betty Phillips, etc.

### Treasurer: (JS) Not present.

- PO Box renewal \$40 for 12 mos.
- Require a signature at the bank.

### October 31, statement

• Beginning Balance:	\$15,431.90
6 debits	\$4558.62
9 deposits	\$3,555.50
1 interest deposit	\$1.24
<b>Ending Balance</b>	<b>\$14,430.02</b>

### Secretary: (MC)

- Draw Down:
  - Will provide new ticket draft for license submission.
  - Work with CS on forms, and look up previous forms, need floor plan, and notarized signature.
  - Rescheduling check photo with Allison to December meeting. Will make check.
  - Working up write up for SCN article (local listings).

### Historian: (JK)

- Consider purchasing 2 additional Hamilton coffee makers for both coffee and hot chocolate, dispose of broken devices.
  - MC suggested regular coffee pot and carafes for coffee and dispenser for hot chocolate (as less coffee is sold).
  - Large cups - LB will save for other stuff.
- Need new digital thermometer (the current ones aren't working well).
  - CS requested clarification on thermometer (clean every time it is used).

### New Business:

- Cost of goods review/discussion
  - Have not heard from JK.

### Round table:

- 2019 TD club concessions status/updates – Boosters owed money from TD club.
  - We have to submit cost of product to come up with amount owed.  
(Boosters paid after cost of product 65% JK 35% Boosters).
  - LB will have the information for next meeting 12/9/19.
  - Boosters will use whatever is left over.
- iPads for inventory?
  - Could ask Lakewood how they are doing with the iPads.
- Free food/beverage for volunteers: one free beverage suggested per volunteer during working hours (non-transferable).

**Next regular meeting: Monday, December 9, 2019, 6 pm in the Stockbridge Jr/Sr High School Teacher's Lounge.**

- Meeting called to close at 7:55 pm.