

**Battlefield High School  
Athletic Booster Club  
Meeting Minutes  
Monday, January 31, 2011**

**I. Welcome and Introductions**

Ron Fairbanks, President, called the meeting to order. A meeting Agenda was passed out to all in attendance. It was discussed that all attending would sign in at all meetings. All board members and members present introduced themselves.

**1. Announcements:**

- a. Checks and Balances are all now in place on Income and Expenditures per the CPA recommendations.
- b. The BHS ABC has adopted the BHS standards recommended by Amy Ethridge-Conti, Principal of BHS
  1. Multi Person Count – any incoming money is counted by 2 people. A form was instituted to track this and ensure the count is correct. This is to protect all of our members.
  2. All funds collected at any event/concessions are now deposited immediately
  3. Only certain members are allowed to make the deposits (bank rules)

**II. Last Meeting Minutes**

The minutes for the last meeting were reviewed with those present at the meeting. Please contact Susan Coxson, Secretary if you have any questions.

**III. Treasurers Report**

**a. Financial Status**

Jennifer Fowler (Treasurer) presented the treasurers report. There is approximately \$105,000 in the booster club account at this time.

**IV. Student Activities Director's report**

Coach Cox (Assistant AD) was present and stood in for Mr. Ben Stutler (AD). There were no new announcements and nothing to report by Coach Cox.

**V. Issues/Updates**

**1. Web Master**

Thank you to John Chambers for volunteering to be our new Webmaster!! He is already doing an excellent job at posting and updating on our website.

**2. State Championship Football Shirts**

The winners and designers of our State Championship football shirts were Katherine Lash and Mike Wardlow. Congratulations to both for a great job!

- a. The shirts will sell for \$10 each and will be sold on Wednesday in the cafeteria after tests and at all home basketball games.

b. All football players and the designers will be given a shirt for free. We are selling the shirts at a minimal increase from cost and will actually lose about \$250 after providing the free shirts to the football players and designers.

### **3. Membership**

John Brosnahan spoke about membership

- a. We are going to be setting up a table at the spring sports parents meeting to help increase membership and visibility.
- b. New memberships are continuing to come in.

### **4. 3 X 3 Basketball Tournament (Matt Britton and Stan Livingston)**

Matt Britton spoke about the Shamrock Shootout 3 X 3 Basketball tournament to be held on March 19, 2011.

- a. A volunteer sign up sheet was passed around. Please email Matt or Stan at [bhsshamrock3on3@yahoo.com](mailto:bhsshamrock3on3@yahoo.com) for more information on volunteering and to sign up. We need 32 volunteers each to donate ½ day of their time for a good cause to help raise money for our student athletes.
- b. Gymnastics and Cheerleading have already volunteered to help make this event a success
- c. The basketball coaches (girls and boys) have both been approached to get their players to help us referee. Matt Britton is going to follow up with this for we need experienced players that know the rules to referee.
- d. The rules of the tournament will be posted on the website when finalized.
- e. Flyers are going to be changed to state \$20 per person with a minimum of 3 players per team rather than the \$80 per team it has listed now.
- f. Flyers have been distributed to Gainesville Basketball, hoops, and the local elementary and middle schools to solicit entries of players.
- g. The legal wording on the sign up/entry form has been finalized and approved by legal.
- h. Matt Britton has been visiting local businesses to get sponsors for the event. He will continue to do this and is also following up with businesses he has already met with for donations that haven't committed yet. Letters have also been sent to all of our golf tournament sponsors to see if they would be interested in sponsoring this event. All sponsors names will be put on the T-shirts that are given to each player with a paid entry to the tournament.
- i. PNC bank and Hard hits have already committed as sponsors. PNC bank will be setting up a table at the event and giving away free water bottles.
- j. There will be trophies for the winners of each age group and all participants will get a free t-shirt with their entry.
- k. We need both volunteers and players. Please help get the word out!!!

### **5. Other reports/notes/actions from Membership, Spirit Wear and Concessions, Ways and Means.**

#### **a. Spirit wear**

Marinda Beach advised the members that she has recently placed 25 orders from the school staff for spirit wear. She will also be ordering some t-shirts soon for the spring sports.

#### **b. Concessions**

We are sad to announce that Michelle Curry will not be returning as the concessions chair next year. We are now looking for a concessions chair and at least 2-3 additional committee members to learn this important job in the BHS

ABC. Please email Ron Fairbanks at [Fairbanks@ieee.org](mailto:Fairbanks@ieee.org) if you are interested in helping with this position.

### **c. Ways and Means**

We are now looking for a chairperson and several committee members to form a ways and means committee. This committee will help to determine the ways and means of fundraising for the BHS ABC.

The members of this committee will help guide the fundraising efforts of the BHS ABC. They will recommend fundraising events and help to manage the selling of our sports banners for sponsors. This committee will also keep track of individual team fundraising events to help resolve conflicts.

Please contact Ron Fairbanks at [Fairbanks@ieee.org](mailto:Fairbanks@ieee.org) if you are interested in volunteering for this committee.

### **6. Outstanding funds/Coupons from Concessions**

All outstanding funds and coupons must be accounted/deposited immediately so we can close out our calendar year.

### **7. Girls Lacrosse Request for financial aid**

Don Clark from the girl's lacrosse team came to the membership requesting financial help for the varsity girl's lacrosse team to attend a tournament in Florida over spring break. The cost of this trip is \$24,960 and the girls have fundraised over \$10,000 already. There are 20 players going and will cost \$1248 per player to attend this tournament.

The request is for \$3500 in financial assistance towards this tournament to support the girl's lacrosse team and to help offset parent costs for this trip. The families are still going to have to pay over \$400 each for each player even with financial assistance from the BHS ABC.

The girl's lacrosse team is going to try to do this tournament every other year for the girls to keep fundraising and costs down rather than doing it yearly. This is a big opportunity for the girls!!

Dave Stinson motioned that the financial request for \$3500 be approved and John Brosnahan seconded it. All members approved the motion in attendance at this meeting.

a. The BHS ABC board will be discussing a change in our bylaws to set a budget of how much a team/child may receive in financial assistance from the ABC to make sure its fair to all and also fits in with the Title 9 guidelines. Guidelines are going to be established for financial assistance by the executive board of the BHS ABC.

## **VI. Other Business**

### **a. Standing Committees (Critical Need)**

Each standing committee needs a chair and 4 members. Please volunteer for a committee. The committees in need are Ways and Means, Scholarship and Concessions. We have a critical need for volunteers for both the concessions and spirit wear committee now. Please contact Ron Fairbanks if you can help in any way. Each standing committee needs at least 3-4 members and a chairperson.

### **b. Long term goals funds**

This committee is made up of a representative from each BHS team. This committee will help set up the BHS ABC's long term goals along with Mr. Stutler and Ms. Ethridge-Conti. Kristen Chambers was nominated as chairperson for this committee and she has accepted the nomination. This committee will meet monthly right after the scheduled ABC meeting for the time being.

**c. Scholarship Fund (Volunteers sought for committee)**

We need 2-3 volunteers to form a committee for our scholarship fund. Every year the ABC awards \$2000 to one male and \$2000 to one female athlete. Most of the applications we receive are in the spring. The committee will help to figure out how we are going to get the fall sports involved in this and increase awareness of the scholarship program, review applications and help to choose our yearly scholarship recipients.

**VII. Review of Action Items**

The following items were put in place during this meeting:

- a. Ron Fairbanks is to see if either Thursdays Restaurant or Giuseppe's would be able to host our meetings monthly due to the Lion and the Bull being heavily booked and unable to accommodate our meeting times. **(Note: This action was completed the next day and the next two meetings will be at Giuseppe's Italian Restaurant in downtown Haymarket.)**
- b. Matt Britton is going to continue soliciting sponsorship from local businesses for our March 3 on 3 basketball tournament.
- c. Matt Britton is going to have the flyers for the 3 on 3 basketball tournament changed to state \$20 per player with a minimum of 3 players per team instead of the \$80 per team (4 players) that it reads now to clarify and increase interest in registration.
- d. Craig Jerguson is going to take the signup sheet to the Gainesville Basketball group and help get volunteers for the 3 on 3 basketball tournament.
- e. Girl's lacrosse requested a \$3500 financial aid allowance for their upcoming tournament over spring break in Florida. This was motioned, seconded and approved by all in attendance.
- f. A list of teams and representatives is going to be compiled. It needs to be looked into which teams have representatives and which don't. All teams need to have a representative (and a backup) that need to be present at the ABC meetings and also need to serve on the long range planning committee per our bylaws. Ron Fairbanks is going to go back to the coaches of each team and find out this information and report it at the next meeting.
- g. The BHS ABC has voted to sponsor the BHS athletic training program's 5K race on 3/26/11 in the amount of \$500.

**VII. Next meeting**

The next meeting will be on Tuesday, February 22 2011 at Giuseppe's Restaurant in Haymarket

**IX. Adjourn**