

Battlefield High School
Athletic Booster Club
Meeting Minutes
Thursday, November 19th, 2010

I. Welcome and Introductions

Matt Britton, Vice 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. The meeting was held at the Lion and the Bull restaurant in Haymarket. All in attendance introduced themselves.

1. Membership, Spirit Wear, Concessions, Golf Tournament:

Chairman for the positions listed above are as follows:

	Membership Lead:
John Brosnahan	
	Spirit Wear:
Marinda Beach (not in attendance)	
	Concessions Lead:
Michelle Curry (not in attendance)	
	Golf Tournament
Lead:	Tina Fairbanks

2. Announcements:

- a. The taxes have been filed for both 2008/09 and 2009/10 years.
- b. Ron Fairbanks, President is going to be attending a VA High School ABC meeting on 20 November. If anyone is interested in going with him, please contact him.

II. Last Meeting Minutes

The minutes for the last meeting were read by Susan Coxson, Secretary and are posted on the website www.battlefieldboosters.org. Please contact Susan Coxson, if you have any questions.

III. Treasurers Report

A. Financial Status

Jennifer Fowler (Treasurer) presented the treasurers report. There is approximately \$130,000 in the booster club account at this time. This includes both the funds in the restricted and unrestricted accounts.

IV. Issues/Updates

1. Golf Tournament - A SUCCESS!!

The golf tournament was held on October 25th, 2010 at Evergreen Country Club.

a. Final Report - Tina Fairbanks with Jennifer Fowler

1. Total Golfer, expenditures and income

We had approximately \$15,535 in Income from the golf tournament and about \$8,000 in expenses which gave us a profit of around \$7,000. There wound up being more expenses than were planned for but the profit was still great! We had _____ golfers participate in the tournament.

2. People contributing time and help

A big thanks goes out to all the volunteers that helped make the golf tournament possible and such a great success!! We really appreciate everything you did.

3. Sponsors: Cash, goody-bags, advertising, holes, challenges, raffles

There were lots of great sponsors for this event. Lots of donations were received for goody bags and prizes for the raffles. Please make sure if you come in contact with any of the sponsors you thank them!! We really appreciate them and want them to know. We need lots of help next year and would like each sport to help get sponsors to increase our profits even more.

b. Planning for next Golf Tournament

It was discussed among the membership as to whether we should move the golf tournament back to

the spring or leave it in the fall. Input on this was also received from Mrs. Ethridge-Conti. The membership and Mrs. Ethridge-Conti both would like the golf tournament to be held in the spring. A suggestion by Mrs. Ethridge-Conti was to have it the week of finals when the kids have half days to allow for more participation by the coaches, students and teams. This was agreed upon by the membership. The only question that remained was whether to have the next tournament in the spring of 2011 or 2012. Some felt that there would be problems getting sponsors to donate again so soon, but others pointed out that most budgets begin again in January for the year. This will be discussed further by the board and again at the next meeting.

It was also discussed that some of the players asked why we were holding the tournament at Evergreen CC and not their club. Suggestions were made to possibly get bids for locations for the next golf tournament.

2. Membership

John Brosnahan spoke about membership and renewals:

a. Membership numbers are up this year. The new membership levels are really helping to make this happen. We have over 3000 students at BHS and approximately $\frac{1}{2}$ of those participate in sports. We have about 100 members at this time.

b. Annual membership can run as low as \$25 (per family not per person.) There are also additional sponsor levels and corporate sponsors are always great to have. c. We are asking the coaches to please help us increase membership through their individual teams. When coaches pick their teams please choose a parent representative and have them come to the meetings. Any monies paid for memberships is split so that 50% of the amount pledged goes into that dedicated sports individual fund and 50% goes to the general fund. At this

time only 1 sport can be designated.

d. Please encourage more parents from the individual sports to attend the meetings and join the booster club! This is especially important when it comes down to a team asking for financial assistance. If the team requesting the help has a large number of families who are members, they are more likely to get the help. Participation is key! A roster will be passed around at every meeting to help keep track.

e. It was suggested that we might want to attach the membership forms to the sports picture forms to increase awareness and also to move the membership table at the fall/spring sports meetings out to the hall to be more visible than in the back of the auditorium.

f. If anyone has any interest in being part of the membership committee or has any suggestions, please see John Brosnahan or contact him via his email that is listed on the website.

3. 3X3 Basketball Tournament: Stan Livingston and Matt Britton

The 3X3 Basketball tournament is being planned for March 2011. There will be up to 256 games in 1 day. The HS Basketball players are going to help Referee this event.

a. A meeting is going to be held with Ben Stutler and Amy Ethridge-Conti to coordinate all of the logistics with this tournament.

b. The entry fee will be \$20 per player. All players will be receiving a T-shirt. The shirts will cost about \$5 each to purchase. Sponsors will be sought out and their names placed on the back of the T-Shirts.

c. A clinic may possibly be held during downtime between games by Coach Ford.

d. There will be a concession stand present. It was discussed that there could possibly be a

rotation to allow multiple teams to participate in the concession stand. This needs to be discussed with Michele Curry and the board as to how the volunteers will be assigned and how the money will work with the volunteers.

4. Other reports/notes/actions from Membership, Spirit Wear and Concessions.

Spirit Wear (Marinda Beach - presented by Matt Britton)

- a. There are several extra polo shirts available for sale from the golf tournament.
- b. It has been discussed with Mrs. Ethridge-Conti about selling spirit wear at the school during lunches in December. This will be a 2 day event so the kids can see the items the first day then bring money the 2nd day to purchase it. Marinda is going to work the 1st day but needs a volunteer(s) to help with the 2nd day.

V. Other Business

a. Checks and Balances on Income and Expenditures

The CPA has advised us that we need to protect ourselves and our great volunteers from possible future indefensible accusations. One of the ways we are going to accomplish this is by developing a form that when any monies are collected (i.e. Concessions, spirit wear, purchases by teams, fundraising) that two people will independently count the money and each will sign that they counted it and the amount. This will help protect us all.

b. Long/Short term goals Committee Report

This committee helps to prioritize goals and make suggestions to the board/membership. The planning committee consists of the following members:

- 1. Kristen Chambers (Chair)
- 2. John Chambers

3. Wess Kyzer
4. Nancy Brosnahan
5. Chris Brady

The long/short term goals planning committee met with Mr. Stutler on November 1st to list out goals and prioritize them. The committee's suggestions were as follows:

1. Recommend that a separate restricted account be set up for long/short term planning.
2. Keep the turf field as a separate item
3. Suggested for immediate (short term) consideration that we purchase 5 storage sheds (stadium field, 2 practice fields, between baseball and softball fields and 1 for softball press building). Each shed will cost approximately \$1102 for a total of \$5510. This will free up money for the school that they are currently paying rent for on the buildings that are currently in use.
4. Softball portable fence (price varies depending on type of fence purchased.)

The proposal of the committee was that:

1. \$5000 be set aside to start the funding
2. 10% of future earnings go directly to the long term planning account.

The board will now review the suggestions and proposals and will discuss them at the next meeting. There was a lot of discussion about ensuring that the basic needs of all teams get met and then what ever is left over/extra can go to the long term fund. It was also suggested that a charter be listed for the committee on the website to explain their purpose and about title 9 considerations. Formation of a financial committee was discussed. The board will review the by-laws and address this matter at the next meeting.

c. Scholarship Fund (Committee Needed)

Maria Gore has volunteered to Chair the committee for our scholarship fund. We

are still looking for committee members. Please let a board member know if you are interested in joining this committee.

d. Meeting with Ben Stutler and Amy Ethridge-Conti

Ron Fairbanks is going to meet with Ben Stutler and Amy Ethridge-Conti in regards to:

1. Banners, 3X3 Tourney, Grizzlies, and long term goals on the agenda and will report back at the next meeting.

VI. Review of Action Items

The following items were put in place during this meeting:

a. Maria Gore volunteered to be the chair for the scholarship committee. Committee members are still needed.

b. Ron Fairbanks is going to meet with Ben Stutler and Amy Ethridge-Conti to discuss 3X3 tourney and banners.

c. Board to review the long term goals committee's recommendations and report back at the December meeting.

d. The board will discuss when to hold the next golf tournament and report back at the December meeting.

e. Ron Fairbanks to discuss with Michele Curry set up and logistics of concession stand at 3X3 Tournament.

f. Board to review by laws to see if a formation of a financial committee is warranted.

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VII. Next meeting

The next meeting will be on Monday, December 13th at 6:30 pm at Battlefield HS.

VIII. Adjourn

