

Patterson Mill HS Athletic Boosters
General Meeting
21 April 2008
Patterson Mill MHS Media Center

1. The meeting was called to order at 7:10 PM by President, Rob Keesling.
2. The minutes from the general meeting held on March 17, 2008 were approved with one correction.
3. Treasurer's Report: Treasurer, Nancy Golczewski distributed copies of the report. (See *Attachment 1* on page 5.) She said that there were still some outstanding bills that she has not yet received (merchandise and chairs) and that she will be paying those as soon as an invoice/request is received.
4. General Updates: Jess Smith
 - Replacement chairs have arrived and are acceptable.
 - The holes have been dug for the stadium lights but 2 are not in correct locations and will be fixed. The 2 lights at the ends of the stadium will be for track and field events. One of these actually blocks the flag pole, which can be moved. An attendee asked whether the county or the school will have to pay to have the flagpole moved but Jess did not know the answer to this. This attendee also commented about the internal communication between the school administration and the Athletic Director. Jess was not given updates regarding the lights; she had to repeatedly ask for that herself. Rob asked if the lights would be installed before the end of the school year. Jess did not know the answer to that.
 - Jess reported that the tennis team is in first place in the division.
5. Committee Updates
 - A. Community Relations
 - Scoreboard: We have received 2 sponsors for the scoreboard, promising \$22,000 between them. She wants to individually approach more potential sponsors who were not able to attend the sponsor event. We are quickly approaching the time limit for which to place the order for the scoreboard in order to have one installed in time for fall sports. Rob suggested she meet with her committee again for additional help in approaching the potential sponsors. Christi mentioned to those in attendance to help in this effort as well, especially anyone with personal contacts. Someone reminded us that if anything is purchased with a value in excess of \$100,000 it must be approved by HCPS Board of Education. An attendee asked what our option is if we do not meet the deadline for ordering as stated above. The following options were mentioned:
 - We order our "Dream Scoreboard" as planned.
 - We order nothing at this time and continue to raise funds.

- We use a temporary scoreboard.
- We order a scoreboard that costs less than our “Dream Scoreboard.”

Rob mentioned that this should be discussed further at our May meeting in order to make a recommendation or decision. Coach Mason asked if we had considered a modular type board to which we can add other options in the future. (Estimated cost of that is \$210,000) His need for next football season is simply something that displays time and score. In response to a question regarding estimated cost of that type of board, Rob responded approximately \$60,000.

There was further discussion regarding forward movement or decision options. Highlights of that discussion included:

- Daktronics could offer us a lease/purchase agreement if we had a certain percentage of the funds by June 1, 2008.
- Freedom FCU has offered us a low interest loan to purchase the board at this time. Someone cautioned that HCPS may not approve a loan arrangement.
- In response to a question by an attendee, both Christi and Rob reported that Daktronics is the sole vendor that all HCPS (as well as most schools and colleges throughout the Eastern USA) has used.
- The conduit for electrical supply already exists in that end of the stadium; however, it terminates on the inside of the track and would need to be extended to the permanent location of use.
- Someone mentioned the possibility of approaching Edgewood HS to rent their scoreboard instead of them storing it, while their stadium is being rebuilt. Rob will contact their representative.
- Husky Musher: Christi reported that she was very pleased with the number of volunteers she had to setup prior to the start of events. Overall, she received positive feedback from participants. The Special Olympics exhibition games were favorably received. They collected approximately \$100 in free-will donations and were hoping to collect enough funds to cover their entire umpiring fees (\$250). The meeting attendees were asked to consider adding free-will donations during this meeting. Administration has asked to consider repeating this type of exhibition event in the fall. Student participants reportedly enjoyed this experience.

B. Merchandise: Rob reported for Brenda and Kim that some spring items have already sold out.

C. Concessions: Sue reported that we grossed approximately \$800 during the past weekend’s AAU basketball tournament and \$400 during the BAHS vs. PMHS lacrosse games this past Friday evening. The AAU games scheduled for the first weekend in May had to be moved to another

location due to the conflicting Ring Dance. Sue reported that she is always in need of help for games throughout the rest of the spring season.

The Health Department inspection went well, with only a few issues that were primarily school-related issues, e.g. ceiling tiles. She is considering whether it is more advantageous next year for us to register as a commercial venue versus an individual venue. The difference is commercial venues are inspected once per year and get a permit for that timeframe or the converse being permits issued for each time concessions are sold.

Rob thanked the Parks family for their continued help this year with the concessions program, often times being the only volunteers to run the stand.

D. Membership: Karen reported that her committee will be formulating new membership packages for next membership year. She added that they netted \$200 as a result of the raffle held during the recent double header lacrosse games.

E. Fundraising: Rob reported that this committee will be meeting 4/23/08 to discuss ideas. Their purpose is to raise funds for future needs or replacement of worn items.

6. Fundraising Statement: Rob Keesling presented a proposed set of fundraising guidelines for the organization, with the purpose of clearly communicating how the organization can remain true to its fundraising intension. That is to maintain a single account that will serve as the source of funds needed for approved projects. (See *Attachment 2*, Page 6)

There was a lengthy discussion among attendees regarding other options of fundraising and how we must be diligent not to keep approaching the same potential sponsors throughout the year. For example, the cards allowing discounted purchases by area franchises are prepared by a company that makes area-wide agreements with those companies. Duplication of the local merchants can't be avoided in this situation. Other points were made by several coaches present in regards to funding individual needs/wants during their sport seasons only something that cannot be funded through their school account or other means. Jess Smith will check with HCPS to determine if there is an overriding policy for this type of activity.

Some attendees expressed opinions regarding what we try to teach our children that just because they might want something superfluous, like a sports trophy, etc., is it really something that is needed.

7. Open Discussion Kevin Parks suggested that Jess develop a “wish list” of the items that the coaches might anticipate for the coming school year and beyond. Jess has already sent out an email in this regard to the coaches asking for their timely input at a meeting she will be holding in the near future. Joe LaFleur suggested a possible cost-sharing arrangement between the Athletic Director’s budget and the Athletic Boosters budget, when feasible, to fund certain projects.

Rob reminded everyone that annual election of officers will take place at the May general meeting. If anyone has nominations, please forward them to the email address.

Joe LaFleur spoke about the list of deficient facility issues that were shared at the last PTSA meeting and that it is a consensus of parents who feel that these issues, some of which have been known before the start of school in August 2007, have still not been addressed. Most important of these are several safety issues that have been brought to the attention of our school administration as well as the HCPS Board of Education. Jess reported that she has learned that the contractor deficiencies must be fixed before they will be paid the balance of what the company is owed. Joe concluded by sharing that some of the parents are not satisfied with the responses and progress so far and may choose to get politically involved.

The next meeting of the Executive Board is scheduled for Tuesday, May 13, 2008 and the next general meeting is scheduled for Monday, May 19, 2008 at PMMHS Media Center at 7 PM.

There being no further discussion, the meeting was adjourned at 8:45 PM.

Respectfully submitted by Barbara Kasecamp, Secretary

Attachment 1

Patterson Mill Athletic Boosters
Treasurer's Report
As of April 21, 2008

	<u>9/17/2007</u>	<u>10/15/2007</u>	<u>11/19/2007</u>	<u>12/11/2007</u>	<u>1/22/2008</u>	<u>2/14/2008</u>	<u>3/17/2008</u>	<u>4/21/2008</u>
Receipts:								
Merchandise Sales	14,998.00	23,274.00	28,026.46	29,862.66	31,592.66	32,352.66	32,514.66	33,794.66
Membership	4,480.00	5,655.00	5,805.00	6,215.00	6,415.00	6,440.00	6,715.00	7,219.00
Business Sponsorships	4,300.00	7,225.00	7,225.00	7,475.00	10,150.00	10,150.00	10,150.00	10,400.00
Good Luck Ads	410	410	410	410	560	560	560	650
Husky Musher 5K	0	0	0	0	0	0	0	1,400.00
Program Sales	0	509.05	509.05	529.05	529.05	820.05	853.05	1,093.05
Concessions	192	3,793.47	5,470.83	5,539.58	6,006.26	6,541.30	7,082.46	9,494.42
Donations	5	522	522	522	522	522	522	522
	24,385.00	41,388.52	47,968.34	50,553.29	55,774.97	57,386.01	58,397.17	64,573.13
Disbursements:								
Merchandise Cost	10,916.35	16,016.00	19,016.00	21,266.00	29,040.25	29,040.25	29,040.25	30,925.20
Membership Incentive Cost	1,503.35	7,157.50	7,157.50	7,157.50	7,157.50	7,157.50	7,157.50	7,157.50
Membership - Other	31.5	31.5	52.5	52.5	52.5	52.5	52.5	52.5
Insurance - general	500	500	500	500	500	500	500	500
Concessions	463.85	2,267.97	2,627.20	2,627.20	3,086.71	3,086.71	3,254.61	4,839.33
Program Printing	0	1,050.00	1,050.00	1,100.00	1,850.00	1,850.00	1,850.00	1,850.00
Husky Musher 5K	0	0	0	0	0	0	0	276.36
Community Relations - Other	27.73	445.34	445.34	468.16	723.53	929.03	1,134.53	1,166.72
Checks/Endorsement Stamp	63.42	63.42	63.42	63.42	63.42	63.42	68.51	68.51
Website Maintenance	0	0	0	0	0	0	95.4	95.4
Team Support	0	0	0	220	220	220	220	220
	13,506.20	27,531.73	30,911.96	33,454.78	42,693.91	42,899.41	43,373.30	47,141.52
Balance	10,878.80	13,856.79	17,056.38	17,098.51	13,081.06	14,486.60	15,023.87	17,431.61

Attachment 2

PATTERSON MILL ATHLETIC BOOSTERS

PROPOSED FUND-RAISING "STANDING GUIDELINE" FOR 2008-09 SCHOOL YEAR

The Patterson Mill Athletic Booster Club (PMAB) holds to a philosophy that all fundraising activities for the Patterson Mill teams will be by and through PMAB and that all funds raised will go into a general account for disbursement on an as needed basis.

However.....

When a specific team has a specific need that:

- a. the Athletic Department cannot fund
- b. PMAB cannot fund

PMAB will **sponsor** said teams individual fundraising activities with the following expectations:

- a. The team will submit a project plan to PMAB fundraising committee, with copy to Athletic Director, for tracking purposes. To be completed at minimum 2 weeks prior to event.
- b. All promotions for the activity will list PMAB as "sponsor".
- c. Target market will be individuals only, no businesses.
- d. Proceeds will be deposited into PMAB account via normal procedures. PMAB treasurer will establish line item for this project from which funds will be disbursed.
 - 1.) Upon request, team can chose to use in house account.