

# KRHS BOOSTER CLUB

## MINUTES

**Meeting of November 17, 2011**

**Location: Kentridge High School**

**In Attendance:** Craig Fairclough, Teresa Mead, Deanna McGuire, Elaine Aliment, Lisa Razzore, Barb Shonka, Tracey Bailey, Linda Baker, Becca Ramos, Al Waltner, Suzette Dickerson

**Approval of Minutes:** The names of 3 attendees to the last meeting were left off of the minutes. Al Waltner, Lisa Razzore and Maribeth Ryan were also in attendance and have been added to the revised minutes. Additionally, Girl's swim was reported to have a car wash planned. That was corrected to say the car wash had already occurred.

The corrected minutes were approved.

**Agenda:** Attached

### **Board Reports:**

- Club Financial Report: Deanna presented all account balances through 10/31, the date of the last bank statement. Report attached.
- Craig has filed the 990-N form with the IRS for the 2010-11 fiscal year.
- Craig has also filed the WA State Non-Profit Annual Report for this year. We are required to annually file this form and pay a \$10 fee to maintain our non-profit status with the state.
- Craig reported on the Executive board meeting where we discussed amendments to the bylaws and operating guidelines. The bylaw amendment will clarify who may serve on the board to include a parent whose student was a member of a qualified athletic team or activity program in the previous school year. Since elections are held at the END of the fiscal year we cannot always know if a student will continue in the activity the following

year. This change allows a board member to serve even if the student does not participate in the year following the board member's election or reelection.

The board also discussed revisions to the guidelines including the addition of a calendar of required tasks, as well as additional documentation requirements for expenditures over \$1500 to include written approval by the Principal's Rep.

### **Member Updates:**

Cross Country: The team will be able to purchase new warm-up jackets with funds raised this season.

Football: The banquet is upcoming with further expenditures for awards and gifts.

Girl's Swim and Dive: The team sent 12 girls to state, had 1 swimmer place in two events, 2 relays place in the top 6 (2<sup>nd</sup> and 4<sup>th</sup>) and broke 5 KR records. Way to go Girl's Swim!!

Wrestling: The season is just getting underway. The seniors have decided on new shirts for uniforms this season. The cookie dough/cinnamon roll fundraiser is under way. The team will purchase additional singlets with funds raised this season.

Track: Mr. Waltner has no idea of his budget for this year. He has been told ASB will no longer pay for invitational entry fees. The team is planning on a pre-sale car wash in the spring.

Photo: Nothing in the works right now. They are trying to figure out a fundraiser.

Judo: No report

Craig also offered these reminders:

Annual Fees are due for Winter sports/activities. Wrestling is has its 5 year exemption, as a founding member of the Booster Club.

Two signatures are always required on reimbursement checks.

Parent reps need to be sure to forward their balance sheets to the treasurer each month, even if there has been no activity.

All purchases in excess of \$1500 MUST be approved by the Principal's Rep.

### **Old Business:**

The permanent record storage is available but none of the records have been moved there yet. Elaine and Deanna need to get all of the club's records and documents moved into the cabinet.

The Booster Club website (krboosters.org) is live but has very little content at this time. Craig will forward the current versions of the Bylaws and Guidelines to Al Waltner. The website also includes email addresses. We will utilize one of those addresses. Al will arrange for those emails to forward to the Vice President for action or distribution.

Anyone with pictures to contribute should forward them to Al.

### **New Business:**

Becca Ramos has volunteered to serve as Track's new Parent Rep. Deanna and Becca will coordinate on getting to the bank for a signature card.

The Club mailing address should be changed to the school's address. Al suggested speaking to Teri Mannon, Eric Anderson's secretary, to see about the best way to set up a mailbox in the main office.

There was an extended discussion regarding the issue of ASB budgets. Throughout the meeting, it became apparent that all of the athletic members are having the same issue. The coaches are unable to get any information from the school about what their budget is. It appears that the school intends to rely on the Booster Club to cover all expenses for the programs that are members. The consensus at the meeting is that this is inherently unfair and that some action needs to be taken to get an understanding of what the ASB is providing and what the Booster club will be responsible for. It is impossible to budget without full disclosure on the school's part. The board will seek a meeting with Mr. Anderson and report back at the next meeting.

**Next Meeting:** The next meeting has been tentatively set for March 8.

**Adjournment:** Meeting adjourned at 7:58