



Kentridge High School Booster Club
6/3/15 KRHSBC Fourth Quarter Meeting
5:15 PM, Kentridge High School B10



Approved Minutes

Intro

Kim introduced the new parent reps

Year End Activities

- Still waiting on paperwork for an outstanding reimbursement for Judo
- Parent reps should prepare to balance the books by EOY July 31
- Kim will send orientation slides to new parent reps
- Kim will distribute an up-to-date roster
- Basketball will hand-over the books to the new rep in July
- There will be no Judo rep until the fall
- There will be a meeting for new reps in August or September

SNAP RAISE Fundraiser

- Lessons learned: Keep roster smaller than team size to increase the chances of having 70% participation
- XC, Wrestling, and Girls' Swim & Dive are considering a SNAP fundraiser
- Football plans on running a SNAP campaign in summer
- Feedback on Fundraisers
 - One Green Planet=yes
 - Clothing Recycle=maybe

Officers

2015\2016 Election by show of hands

- VP-Carrie Lantz- passed
- Treasurer-Anita Kallish- passed
- Co-secretaries-Brendan and Wendy Shine- passed
- President-no nominees- Kim will do the taxes and kick off the booster club for the fall.



Kentridge High School Booster Club



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5:15 PM, Kentridge High School B10

AGENDA

Introductions

New parent reps

Football: Kristi Newlon

Girls' Basketball: Susan Mundy

Girls' Soccer: Lisa Slavik

Girls' Swim & Dive parent rep: Trina Bolstad

Robotics: Loretta Smith

Treasurer's report

Changes in Parent Reps

Instructions for current parent reps on preparing to close out the books on July 31

Year end activities

SNAP

Feedback

Elections

TREASURER'S REPORT: Anita distributed paper copy of bank balances as of 4/30

	Treasurer's Report 8/1/14-10/31/14				Bank Statement as of 1/30/15
Accounts	Starting Balance	YTD Credits Gross Receipts	YTD Debits	YTD Total	Totals not reconciled against checkbooks
Operating:	\$2,032.46	\$0.00	\$0.00	\$2,032.46	\$4,644.91
Cross Country:	\$2,567.37	\$225.00	\$857.77	\$1,934.60	\$1,140.50
Football:	\$8,146.19	\$14,091.00	\$7,624.49	\$14,612.70	\$13,875.35
Girls' Swim/Dive:	\$4,436.21	\$1,922.00	\$375.16	\$5,983.05	\$5,954.58
Girls' Soccer	\$117.73	\$7,003.00	\$5,213.73	\$1,907.00	\$1,364.89
Wrestling:	\$3,657.71	\$0.00	\$0.00	\$3,657.71	\$4,083.86
Photo:	\$4,359.50	\$0.00	\$549.81	\$3,809.69	\$3,489.39
Girls' Basketball:	\$3,978.94	\$0.00	\$1,962.20	\$2,016.74	\$1,462.75
Track:	\$2,070.50	\$0.00	\$70.00	\$2,000.50	\$2,300.50
Judo:	\$613.80	\$0.00	\$0.00	\$613.80	\$613.80
Robotics Club:	\$6,557.07	\$600.00	\$4,285.33	\$2,871.74	\$3,401.74
YTD Totals:	\$38,537.48	\$23,841.00	\$20,938.49	\$41,439.99	\$42,332.27

CHANGES IN PARENTS REPS

- 1. Incoming new reps:** coordinate with Anita to get your name on the check signing card for your member group's account at the US Bank on Benson and Petrovitsky.
Considering your group's summer activity, when will the check books and accounting be turned over to new rep?
 - Swim & Dive: Turn-over done
 - Football: Turn-over at end of July?
 - Basketball: Turn-over when?
 - Soccer: Turn-over when?
 - Robotics: Turn-over done
- 2. Parent reps in limbo, Verna Honda, Julie Horton:** What is the plan?
- 3. Outgoing reps:** train your new rep about deposit, reimbursement, and donation forms, and collecting all paperwork such as receipts or invoices.

INSTRUCTIONS FOR PREPARING TO CLOSE THE BOOKS ON JULY 31

- 1. Anita will send bank statements with activity to reps.**
- 2. If financial activity has stopped for your group, after reconciling your account please send a copy of your Excel spreadsheet to me and Anita. All paper receipts, deposits, donations, reimbursement forms must be given to me for the records and for tax reporting.**

If you did not fill out an Excel spreadsheet and have your ledger on paper, make sure that you provide that to me.

If you are not at the meeting, make an arrangement with me to deliver your records.

- 3. If financial activity will continue to the end of our fiscal year, please continue to reconcile your account and then follow instructions for item #2 after July 31.**

YEAR END ACTIVITIES

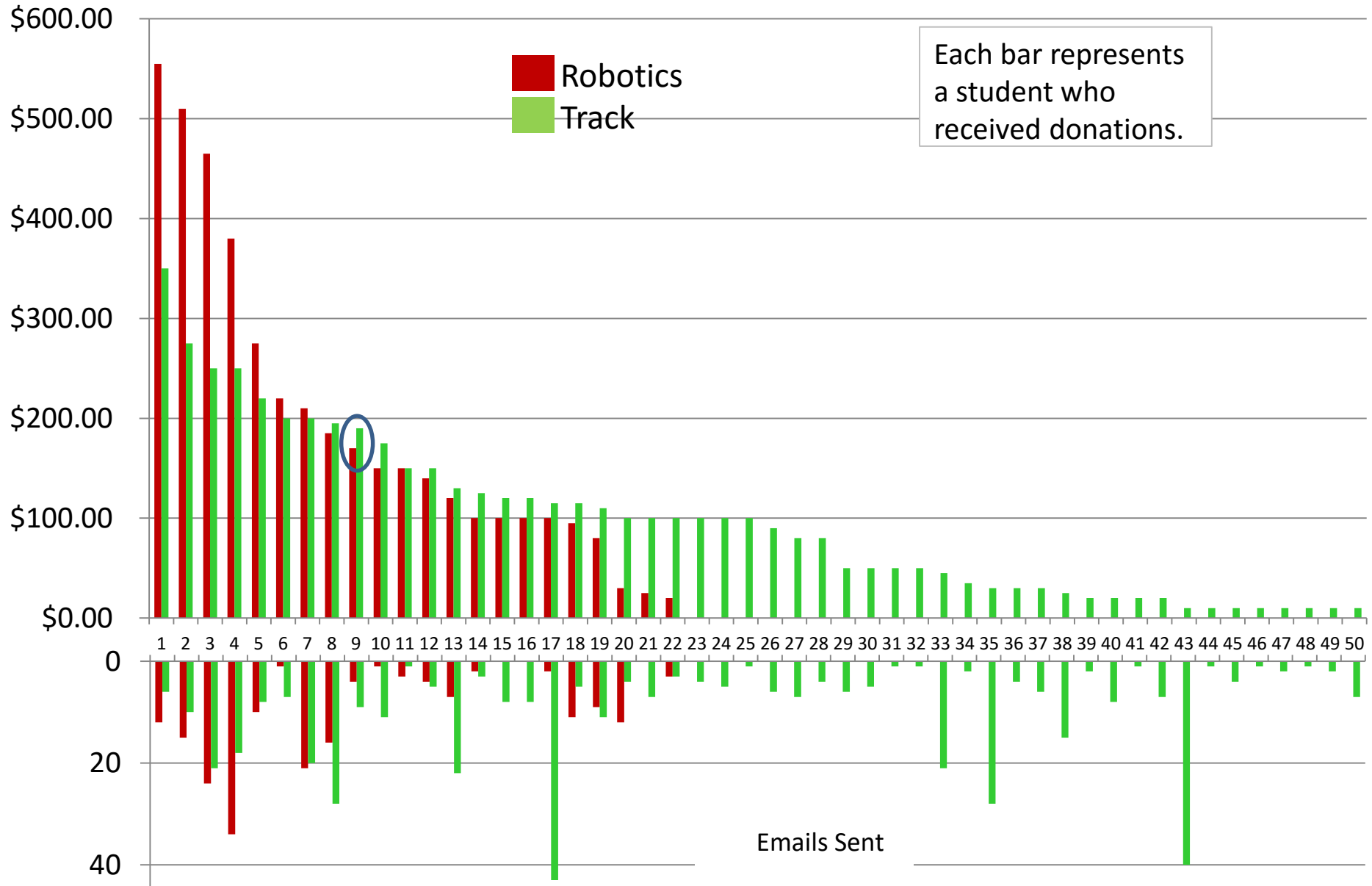
- I will distribute via email New Parent Orientation slides and up-to-date roster with contact info**
- All meeting slides and minutes are posted on website**
- Judo: outstanding reimbursement?**
- Any single fundraisers over \$5K?**
 - Football, Basketball, ?**
- Website improvements**
 - Will continue over the summer**
 - Provide more help for member groups**
- Hand-over & Kick-off meeting in August for Exec Committee & Parent Reps**
 - Will review accounting spreadsheet**
 - Will reconcile any open questions about accounts**
 - Will discuss upcoming school year**

SNAP Fundraiser: Results from Robotics, Track

- **\$4180, \$4875 raised**
- **\$2926, ? profit**
- **\$1254:30%, ? overhead to SNAP org**

- **50,123 student users**
- **21/28, 31/73 students receiving no donations did not provide any contacts**
- **22, 50 students received donations**
- **76, 121 donors**

SNAP Fundraiser: Results from Robotics, Track



SNAP Fundraiser: Lessons Learned

- **Before the drive, distribute info to students to be taken home. Distribute info during parent meetings. Talk to the students and families to determine who will participate. You earn a few % points back with 70% participation (= # students with at least one donation / # roster.)**
- **During the drive, keep attention on the fundraiser by announcing the total **everyday**, displaying the website, asking if anyone needs help with the website, reminding students to submit their email contacts.**
- **Communicate with both the students and their parents about fundraiser progress with submitting the email addresses.**
- **Think of creative and free incentives for participating or use a prize/reward system.**
- **Encourage students to thank their donors and update them with news about the group's activities.**

SNAP Fundraiser: Future

- **Others? Schedule with Sam Bathurst, 253-227-4197, sam@snap-raise.com**
 - **Football considering summer or start of season**
 - **XC considering September**
 - **Girls' Soccer considering September**
 - **Wrestling considering start of season, mid-November**

FEEDBACK?

ELECTIONS

VP nominees: Carrie Lanz, ?

Treasurer nominees: Anita Kallish, ?

Secretary nominees: Wendy & Brendan Shine as Co-Sec's, ?

President nominees: ?

Bylaws: Term of Office: Unless a Director dies, resigns, or is removed, he or she shall hold office until the later of the next annual meeting of Directors or until his or her successor is elected or appointed.

THANKS EVERYONE!