

# KRHS BOOSTER CLUB

## MINUTES

**Meeting of March 29, 2010**

**Location: Kentridge High School**

**In Attendance:** Craig Fairclough, Amy Abrams, Elaine Aliment, Julie Eisold-Bunker, Diana Antrim, Al Waltner, Lisa Robin

**Agenda:**

Review/Approve January 25 Minutes

Executive Board Update

- Feb 23 Meeting:
- Mar 10 Meeting
- Financial Report
- Obtained EIN
- 501 (c) 3 Status

New Business

- Team Fees
- Team Rep Responsibilities

Other

Adjourn

**Board Reports:**

**President:** Report of Exec meeting 2/23:

- Julie and Amy board swapped positions
- Discussed the need to increase initial joining fee
- Decided against need for insurance at this point

Report of Exec Meeting 3/10

- Signed amended Bylaw
- Set up bank accounts for Main Booster Club account and 3 sub-accounts for Track, Cross Country and Wrestling

**Vice-President:** No report

**Secretary:** No report

**Treasurer:** Julie explained how the bank accounts were set up and how they would work.

Financial Report:

- Operating Account:   \$     200
- Track                               820

- X Country 100
- Wrestling 20

**Old Business:** No Report

**New Business:**

**Team Fees:** The executive board discussed the need to increase the initial fee for joining the Booster Club at the 2/23 Exec meeting. The main need is to have enough money in the operating account to cover the cost of the application for the 501 (c) 3 application, and to have a small amount for incidental expenses.

**MOTION:** A motion was made and seconded to amend the bylaws to increase the initial joining fee from \$150 to \$175. Motion Passed.

**Team Rep Responsibilities:** Julie would like to clarify the Team Rep.'s responsibilities regarding finances. The goal of the Booster Club is to have each team significantly responsible for its own finances. The treasurer of the club should serve mainly as an auditor. These responsibilities should be discussed and defined. There was a general discussion of the level of responsibility each team rep should have, including possession of the check book, reporting and number of signors on checks. It was decided that an executive meeting should be held to more clearly define all of the roles and responsibilities of the club, including each board member and team rep.

**Announcement of Annual Meeting:** The annual meeting must be announced to the entire membership. It was agreed that an announcement should be placed in the parent newsletter announcing the meeting. Elaine will write up and submit the announcement.

**Web Site:** Elaine suggested that the club establish a web site to serve as a one-stop information source. There was a discussion about what information should be on the site, including the Reimbursement Form, the Deposit Voucher, the By Laws, Board and Team Rep responsibilities, Statement of Purpose and announcements. Once established, we should be able to link from the KR website, similar to the PTSA set-up. Elaine will get this started. We can maintain a basic site for free on Google Sites.

**Next Meeting:** The next meeting will be the Annual meeting. A date and time will be announced. The meeting must occur in the first part of June, per the by laws. Craig will find a date, time and place.

**Adjournment:** The meeting adjourned at 7:30 p.m.