



**GIG HARBOR HIGH SCHOOL SPORT BOOSTERS
BOARD MEETING MINUTES**

*Tuesday, 14 December 2021, 5PM
Gig Harbor Golf Club*

I. MEMBERS PRESENT

Alec Klipper (President)
Kevin Dull (VP)
Melanie Olsen (Treasurer)
Mia Darnell (Secretary)
Marty Paul (Finance/Fundraising Chair)
Christy Stapleton (Communications Chair)
Melissa Heckman (Membership Co-Chair)
Kirsten Moran (Membership Co-Chair)
Candy Nelson (Basketball Fundraising/Concessions Rep)
Kristen Bonnici (Member)

II. Meeting called to order by the 2021-2022 President, Alec Klipper at 5PM.

III. BUSINESS

a) FINANCE/FUNDRAISING COMMITTEE REPORT

Marty Paul, Finance/Fundraising Committee Chair, presented and proposed a 2021-2022 GHHS Sports Boosters Budget and Forecast Revenue. (See attached)

Kevin Dull, VP, called for a motion to approve the budget proposal. Motion was seconded and approval for the proposed budget was voted on. 100% voted yes.

A goal of 250 paying members by March was set to cover operational fixed costs.

Other winter fundraising opportunities were discussed - 50/50 raffle during basketball home games (14 left for the season), membership drive during 2nd half of JV and 1st half of Varsity games, and the upcoming Fish Basket (Jan-Feb timeframe).

A question was raised as to how much we need on our General Funds to continue to operate. Based on the budget submitted, we need to generate, at the very least, \$18,000 annually.

Due to our limited funding, we can not pay for bussing and dinners for teams.

No date has been set for the Auction yet. Putting it out too early, it might get forgotten and buried. Plus, we need to gauge the situation

(esp. COVID) to ensure that once we set an auction date, time, and venue, it happens.

Another question was raised with regards to whether Auction funds would be combined with the General Funds and or if some of the funds generated from Auction would help cover operational costs. Treasurer addressed the question and stated that the Auction is going to be separate. There was no consensus on the other matter. Issue will be revisited once we have a clear picture of the dollar amount coming in.

b) PRESIDENT'S & VP'S REPORT

Alec Klipper, along with Marty Paul, is meeting with the school Principal and the Athletic Director regarding the weight room's project timeline and dollar amount. Estimated time to completion is around 18 months and a price tag of \$850,000.

Kevin Dull, VP, pointed out that the GHHS Sports Boosters will focus on updating the equipment since we can easily move equipment instead of a room.

Kevin will also be meeting with the school's Superintendent on a different matter but will ensure to include GHHS Sports Boosters in their discussion.

Alec expressed that the cooperation of the District Facilities Guy, Pat Glaspy, is of utmost importance to get the project moving along.

Season passes were brought up and Alec stated that the HB 1660 has unfortunately put a stop to it, which was an unintentional outcome.

Alec will be on the road the entire month of January. Hence, he won't be able to attend the next meeting. Kevin will spearhead the meeting on his behalf.

c) TREASURER'S REPORT

Melanie Olsen, Treasurer, presented a Balance Statement. (See attached)

Turnover is finally complete, and she now has access to where she needs access to and can write checks. However, she found three (3) items on the accounting system that were not matching the checkbook and items that were never reconciled. She will continue to work on it and hopefully at the next meeting, the account will be balanced.

On a month-to-month report, she will only show running balances. If team representatives or coaches want to see their team's individual statement, they can contact her, and she will send them the information.

Melanie recommended for the President, VP, and herself to review the bank accounts.

She also raised the issue of the 2-person verification on Handling Cash/Check Deposits in the event she miscounts. However, she expressed that she is not concerned and is comfortable doing it by herself (if everyone is OK with it) since team representatives always have two

people sign off on deposits and the bank recounts the amount for deposit anyway.

SOPs for fundraising and other items will be completed once our Accountant is able to give her answers to her questions to ensure we remain compliant to our 501C3 status.

d) MEMBERSHIP COMMITTEE'S REPORT

The committee now has its own generic email account. They have also obtained the most up-to-date membership and potential membership list and contact.

Due to time constraint, sole focus will be on individual membership.

The committee asked how they will be able to have access to newly joined members. Melanie, Treasurer, said that she will send them the email receipts she receives as they come. Right now, she has not received the reports she requested from Square. She sent a couple of requests already and is yet to see them.

Kevin raised the question as to whether the membership list are current paying members and are not members from years ago. Mia Darnell, Secretary, stated that they are current members. Based on the Square report from the previous Treasurer, these members paid dues in August 2021 up to present.

Membership renewal notification was recommended. This way, people know that their membership needs to be renewed annually.

An issue was raised regarding parents for Spring Sports. How do we entice them if when they pay during Spring, their membership will only be valid for a few months? Alec stated that most athletes don't just play one sport and most parents have multiple athletes in different sports in different seasons. Hence, it's important and more helpful to inform members that current membership is on a fiscal year; in this year's case, membership is up to date 1 Aug 2021 until 31 July 2022.

e) COMMUNICATIONS/SOCIAL MEDIA RELATIONS COMMITTEE REPORT

Social Media accounts are gaining traction. To date, there are 105 people who liked the page and 100 people who followed our IG.

There is an opportunity to highlight bowling. They have an upcoming game that we can take a photograph of and post on our social media. There is an ongoing discussion with regards to the rules (which areas are off-limits to spectators) to snap good pictures. Alec presented to attend the game to take the picture.

Christy, the committee chair, shared that the bowling team has 16 players on the team, and they have been performing quite well.

One of the main goals that the communication committee is working hard on is to pay attention and be connected to the less-known sports who are often overshadowed by the more popular and bigger sports, so they can be recognized and acknowledged and not feel irrelevant.

One aspect that was discussed to achieve equal recognition and to push the word out faster and wider is Student Internship. A suggestion was

made to reach out to Yearbook and Photography (and other clubs at the school). Alec will include it in the discussion for their upcoming meeting with the school administrators.

Christy also brought up streamlining recognition. It was discussed whether GPA should be included on the recognition. There was not a consensus as some are okay with it while others are not okay with it. There was no definite resolution presented.

f) SECRETARY'S REPORT

Minutes for the previous meeting were presented, accepted, and approved unanimously. Alec, board President, signed and dated the document.

Mia briefly raised the Trello update and pointed out where we are at and how we want to proceed, especially on the business sponsorship strategy.

Kevin, VP, expressed that we need to coordinate and make a targeted decision on how we handle business sponsorship. It is important that we conduct market segmentation to determine which business to approach for bigger dollars and or for sponsorship with qualified advertising.

Website issue was also brought up. It was decided that we scrap the current Square account and start new. Alec volunteered to provide his SSN for use, but an option to just use our organization's tax ID will be explored.

Website shutdown and rebuilding was also discussed. Since online traffic will be very slow during the Christmas break, it would be the best time to do it.

A brief discussion was brought up regarding NFHS - if they could also do it with basketball or other sports throughout the season. However, it would seem like they only do it for football. There was also an issue of a potential conflict in the sponsor advertising. In addition, it was also pointed out that the NFHS needs to be reliable as there has been feedback on it not working properly and parents missed watching a lot of the games.

IV. Meeting was adjourned at 6:30PM. Next meeting will be on 4 January 2022, 5PM at the Gig Harbor Golf Club.

PREPARED BY: Mia Darnell, Secretary

APPROVED BY: Kevin Dull (VP)

DATE: 4 January 2022