



**GIG HARBOR HIGH SCHOOL SPORT BOOSTERS
2021-2122 BOARD BRAINSTORMING MINUTES**

*Tuesday, 19 October 2021, 7PM
Gig Harbor Golf Club*

I. Members Present:

Alec Klipper (President)
Kevin Dull (VP)
Melanie Olsen (Treasurer)
Mia Darnell (Secretary)
Marty Paul (Chair, Fundraising)
Kirsten Moran (Co-Chair, Membership)
Melissa Heckman (Co-Chair, Membership)

II. Meeting called to order by Outgoing President, Marty Paul, at 7PM.

III. TURNOVER & TRANSITION

- Outgoing Board Members will be meeting via Zoom this coming Thursday. Election of the Incoming Board Members needs to be reflected on the final minutes.
- Signatory Authorities (Alec, Kevin, and Melanie) will meet with the Outgoing Treasurer (Maureen) for a bank turnover. They will need to provide copies of the minutes and forms of identification.
- Melanie expressed that she needs to see the accounts, books, and balance sheets in order to get a perspective of where we are at and what to work with.
- Marty expressed that ideally, there needs to be a balance of 20K every Fiscal Year. Due to the impact of COVID 19, garnering additional funds was very challenging and with outstanding expenses and commitments, our balance was depleted fast. Hence, our remaining balance is way below target.

IV. COMMITTEES

- Marty will sit as the Chairman for the Fundraising committee.
- Christy will sit as the Chairman for the Communications committee.
- Kirsten and Melissa will Co-Chair the Membership committee.

- Incoming President, Alec Klipper, decided to assign Committee Chairs for immediacy.
- It was discussed that each Committee should have 3-4 active members and we need to avoid having 10-12 people on one committee and then only having two on the other.

V. GOALS

- Increase membership up to 300. At present, we only have roughly 60 members.
- Capture business support.
- Reach the 20k fiscal year goal.
- Put together a realistic budget.
- Bolster communication. Establish social media accounts (Twitter, Facebook, Tik Tok, etc...), improve and add more information on the current website - team roster, stats, coaches' directory, documents, et al...).
- Establish a process on "how-to" (e.g: team fundraising, 501C3 compliance, et al...)
- Create our own brand. Learn what Boosters was, what it is now, and what it can, and will be.

VI. PLANNING & STRATEGIES

- The incoming Vice President, Kevin Dull, shared an effective Strategic Planning in order to organize our goals and tasks better: the NOW, the NEAR, and the FAR.
- Each committee Chairs will meet with their members to come up with items for the Now, Near, and Far.
- In the next assembly meeting, each committee will report and or present their goals, plan of action, and execution.
- We need to encourage kids' participation through multimedia internships.
- We also need to meet with the Winter Sports team prior to the season taking off. Membership committee suggested a Parent Night for every Sports season.
- To prevent future roadblocks and challenges communicating with the coaches, either a Parent Night or a Booster 101 can potentially help with parent offloading and getting additional manpower and creativity.
- In order to garner more traffic on our website and or social media, we need to have highlights of the week to recognize teams and or athletes.
- A suggestion was made to rename the Committee to Task Force.

VII. TARGET DATES

- **2 November 2021, 6PM** is our next meeting. It's been agreed that meetings will be held at a consistent schedule -- every first Tuesday of the month, 6PM.

- **10 November** is a soft deadline to accomplish the Now and Near goals.
- **A Fundraising Auction** is slated for Spring. Date is still TBD.

VIII. OTHER BUSINESS

- Alec will work on gaining access to the boosters' website. He will also work on accessing the old fundraising laptop for usable information.
- Kelly will be our resource hub. We can also reach out to Kurt, Mark, or Maureen for questions.
- Kevin suggested the app, Discord, to streamline board communications.

IX. Meeting adjourned at 8PM. Next meeting will be a general assembly on 2 November, 6PM at the same location.

Prepared By:

Mia Darnell

2021-2022 Secretary

Approved By:

Alec Klipper

2021-2022 President

Date: 2 November 2021