

Hollis Brookline Athletic Booster Club Minutes

Nov 7, 2012

Members Present: Cindy VanCoughnett, Regina Kozsan, Lisa Schmalz, Wayne Flanagan, Tom Whalen, Steve Schmalz, Iris McLaughlin, Monica Rencken, Clyde Walsh, and Kristi Buckley

Secretary's Report:

Meeting called to order at 7:10 PM. Stephen Schmalz made a motion to accept the October minutes. Monica Renckens seconded the motion. All in favor, and the minutes passed.

Treasurer's Report

Completed Federal taxes and NH Charitable Report.

Quick Books is updated

Account Balance: Total Account Balance: \$23,015.00

Breakdown:

Booster Club General Account- \$17205

Previous Expenses: none since last meeting

Projected Expenses for 2012: \$ 4536 which leaves us with a balance of \$ 12,669 in the general account.

Accountant will be able to pull necessary numbers from Quick Books for taxes.

Steve Schmalz asked about the federal tax amount of \$261. Regina explained that it involves signs sold to sponsors advertising their services. Regina explained that although we are a non-profit, advertising revenue is taxable. Any signs that we sell for the golf tournament is considered advertising revenue.

Committee Reports

Membership/Team Parents

Winter Sports Teams meetings are coming up. Would like to get a tri-fold brochure made explaining HBABC to hand out. Key points about booster club to be able to bring to team meetings at the beginning of the season.

Fundraising

Cavalier Crunch is our current fundraiser

Volleyball banquet Regina will bring cereal and signup sheets

Lisa is going to develop a plan.

Some places to sell: Wrestling tournament, all home sports games, Harvest Market, Transfer Station, Volleyball Senior All Stars Game, Lego Tournaments

Teams up and running

Set up anywhere but wants the kids to set it up. Going to post to school website, booster club website, and newsletter. Joan Sweeney to coordinate.

Basketball Concessions are coming up. Janet Messer and Dianne Bonta possible parents to coordinate for girl's basketball team. Need to look for freshman parents for set up. Honor Society kids that need hours could drive for pizza for concession stand. Hollis House of Pizza and Monument Square—will they give us a discount? If the basketball team is going to realize the profits from the basketball concessions then we need to set up a line item for boys' basketball. Need line item for Boys Basketball so concession money goes directly to basketball. Need to work on this more!

Special Events November 14 is awards night. Kristi is running and will give out jobs.

Program almost done. Rosters are confirmed. Order of appearance still to be decided? Candy is purchased. Volunteers Lisa, Tom, Monica, ?Debi Davis or Tom to get balloons

6:30pm start. Set up at 5pm Lisa to head up set up Wayne to do slide show, slides to run continuously, and a short final show. Regina to do script. Lisa will set up table for Cavalier Crunch to sell. Tear down all set. Cheri Wholley is doing 50/50 raffle but need to confirm. Need a helper for Cheri

Bravo Zulu award is being awarded at Senior awards night.

Website need to re-establish link on HB school website. Debbie Champigny to set up. Should be listed on athletics page as well.

Finance committee

Payment receipt plan needs to be set up to handle credit cards. Directors insurance moved to Finance committee

Soccer uniforms How are we going to pay? Need an invoice for half the cost. Athletic Department is paying the other half.

Tom Whalen suggested we vote on the Asst. Treasurer position. Lisa Schmalz made a motion to elect Ginny as Assistant Treasurer. Regina Kozsan seconded motion. Vote was unanimous with all in favor.

8:10 pm Stephen Schmalz made a motion to end the meeting. Regina Kozsan seconded. All present were in favor.

Respectfully Submitted,

Iris McLaughlin

