

Dakota Boosters
Executive Board Meeting Minutes
November 26, 2018
Term Year 2018/2019

Board Members Present: Shari Burnham, Taylor Burnham, Kimberly Didia, Kyle Lefief, Linda Price, Mary Lou Saputo, Dawn Schlitt

Board Members Absent: Kitty Vallee

Staff Members Present: Mr. Demorest

Meeting called to order at 6:00pm.

Topic coverage for this meeting:

Tammy from Jimmy John's brought in a Mini Jimmys pack for a sales presentation to the executive board.

- Suggested ordering the Mini Jimmys for some of our events, either the 12 or 24 pack with 3 or 4 sandwich selections (customer choice)
 - The order would be placed through the Hall Road/Romeo Plank location (586) 416-3333; contact is Rachel.
 - No minimum order for delivery.
- Would Dakota be willing to use Jimmy John's cups (22oz and/or 30oz), lids and napkins for no charge? Jimmy John's would need a week turn around time to fulfill our order. Executive board needs to discuss this possibility.

The executive board asked the following questions, Tammy said she would have to take them back to her boss for answers.

- If Dakota ordered larger quantities, could we get a better price?
- Family Dining night, would they offer more than 20%?
- Can we get a price on a quart of kickin ranch?

Pricing conversation from the board (once Tammy left), we could offer a \$6.50 combo (sandwich, chips and pop) or \$5.00 sandwich only, \$4.50 was decided upon for sandwich only. Will try out at the next event.

Old Business (in order of appearance on 10/16 meeting agenda):

Follow-up items completed:

- Fine Arts and Service Trustee positions – Board updated on meeting between Mary Lou, Kimberly and Linda (By-Laws to be updated)
- Boosters donations flyer updated on website
- Student activity account guidelines (from district) reviewed
- Student Trustee – appointment of Taylor Burnham to the Boosters Board as Student Trustee agreed/approved
- Mid-season credit payout – discussed between October and November meetings; all agreed – payouts made

Follow-up items in process/not completed:

- Fine Arts and Service Trustee positions

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- Band/Fine Arts representation – Kimberly has something to share with the Board
- MLS update to Boosters By-Laws (changes from last Spring; Fine Arts and Service Trustee position descriptions)
- Kyle working on getting check from Al Deeby Dodge – **this discussion is no longer happening!**
- Concessions related – MLS to assemble list of procedures for opening and closing concessions both indoor and outdoor events (see preliminary draft for outdoors opening procedures provided)
- Sponsorships – pick up on activity started last year, Kyle will send out emails to numerous companies inquiring about sponsorships. **Taylor will work on this and will update the bulletin board in the Atrium.**

New Business:

Mr. Demorest shared Mr. Sibley's sentiments:

- Thank you to everyone for voting and passing the Safe Schools, Strong Schools Proposal.
- Dakota has raised over \$30,000 for the Walk-A-Thon
- The English curriculum professional development held at Columbia University was a huge success! Attendees included 4 instructors from Chippewa Valley, 4 from Dakota High School, and 1 from Mohegan.

Concessions related:

- Winter schedule is being worked on
 - 11/30 Kyle will work
 - 12/5 Linda/Kim will work
 - 12/7 Mary Lou/Dawn will work
- New event identified – Macomb County crossover cheer competition – Wednesday, 12/12 will be added to our schedule, **6pm-9pm.**
 - Shari can you look up concession sales info from last year's event?
- Any other events that are known and need to be added to the schedule outside of winter sports?
 - 1/19 – Dance competition, 12 schools

Booster donations related:

- Tennis program request for assistance/donation (email sent to Kyle and Mr. Demorest) carryover from 10/16
- Donations to non-funded programs (Mary Lou) – carryover from 10/16
- Credits for Boosters board and volunteers for multiple shifts (Mary Lou) – carry over from 10/16
- List of volunteers from Kitty's donation spreadsheet – any issues? – carry over from 10/16
- Payment to middle schools from football game – need to come to final determination of protocol for agreement on amount (annual consideration) and paperwork to be submitted to Boosters to facilitate payments (who to complete and what approval is needed)

Craft show discussion:

- Anything further to discuss on Fall Craft Show?
- Discuss possibility of hosting Spring Craft Show.
 - **SANP cannot run the Spring Craft Show**
 - **April 13th is the only date available**
 - **Fraser and LCN also do their craft shows that day**

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Other:

- Suggested “Volunteer Expectations” (Linda)
- Website administration (Dawn)
- Student Trustee responsibilities, tasks, etc.

Carryover of agenda items from past meetings:

- Conducting Board business (continued - carryover of agenda item from 8/15 meeting)
 - Meetings
 - Conducting board business using Robert’s Rules of Order
 - Agenda distribution
 - All members prepared to report
- Position descriptions with list of responsibilities – need to do this
- Involvement of students in Booster activities
 - Marketing
 - NHS
 - Other

Goal setting (carryover of agenda item from 8/15 meeting)

- Booster Board goals for the year
- Mr. Sibley/administration goals for the year
 - Committee formation to focus on agreed goals
 - Recruitment from outside of immediate board for committees
- Other committees to be formed to steer certain activities/events
 - Other?

Marketing/Promotion/Fundraising (carryover of agenda item from 8/15 meeting)

- Sponsorships – pick up on activity started last year
 - Summary of accomplishments and anything in process
 - Update to fundraising letter and mass mailing
- Booth / promotional flyer distribution
 - Parent Meetings for clubs/athletics
- Dining Nights Out
- Promotion Campaign/ Social Media Update
 - Website revisions – discuss what, how, etc.
 - Display case
- Other?

Per request of Kyle – item for discussion brought to his attention by Adam Demorest (volleyball) – discussion to be continued, but deferred to a later date:

- Possible work credit to be considered instead of concessions volunteering (i.e. running score board)?
- Perhaps a smaller amount, volunteer hours for the service groups, etc?

Meeting adjourned at 7:39pm.