

Dakota Boosters Executive Board Meeting

Minutes

November 21, 2017

Board Members present: Shari Burnham, Debbie Fauer, Crystal Fedolak, Maureen LaFleure, Kyle Lefief, Jackie Ribbentrop, Mary Lou Saputo, Kelly Swanson, Kitty Vallee

Board Members absent: None

This meeting was called to order at approximately 5:50.

Volunteer credits

Maureen opened the discussion regarding earning credits by volunteers and allocation of credits to groups versus individual accounts. Maureen reviewed the minutes from the 9/18/17 Executive Meeting (from which she departed early) and noted the decision that was made by the Board to abide by the directive of District.

The text of the 9/18/17 meeting minutes on point is reproduced below:

- *Boosters cannot dictate to any group/club/activity what they can and cannot do with money that is allocated to them. For example, if a group or club wishes to further track the funds it receives to individual student accounts, Boosters cannot prevent them from doing so.*
- *Booster volunteers are not working for the school so there is no issue with respect to any IRS imposed limitation on earnings to be concerned with. Volunteers are simply working to support chosen group/club/activity and directing their credits accordingly.*
 - *We should remove any restrictions/limitations imposed on # of credits a volunteer is allowed to earn per calendar year and*
 - *We should remove any restrictions/limitations imposed on # of credits that can be allocated to any particular group/club/activity.*

Since we currently impose restrictions in the above two areas, we should remove those restrictions immediately (sign-up sheets and on website).

Maureen confirmed with Shari that she had spoken with Janice Mills and Laurie Stevenson. Maureen then indicated that District was reviewing this policy again. Her belief is that this policy is inconsistent with the spirit of the Boosters which is in place to support groups/teams activities and not to go toward supporting individuals. Maureen indicated that she had spoken with District and Mr. Sibley about this policy as well. Discussion ensued among the Board regarding the pros and cons of the various alternatives for use of funds allocated to groups/teams for volunteer credits. The Board did not agree unanimously on this subject.

Crystal advanced the idea that the amount of volunteer credit should be reduced to \$25 from the current amount of \$45. All Board members were in agreement on this point and it was decided that the change should be effective with the Winter season. Payout of credits for all Fall volunteer events would be honored at the stated credit amount of \$45. All agreed that with a reduction in the credit amount to \$25, we could revisit the possibility of additional allocation of funds to the designated groups/teams/activities supported at the end of the year once we have a handle on our financial and cash position as we close out the year, considering what we'll need as start-up for the next school year. The Board was in agreement with this approach.

Kitty raised the issue that certain volunteers had occupied so many of the sign-up spots leaving little opportunity for others to volunteer, suggesting that there be a limit placed on the number of activities for

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which one could sign-up. This would allow others the opportunity to volunteer. A limit of two (2) events per season per person was suggested and agreed to by all Board members with further agreement to revisit every season. It was further decided that if there are vacant volunteer spots closer to the event dates, then a volunteer that has already signed up for his/her 2 events may then sign up to fill the vacancy/need. All agreed that this made sense.

Concessions / Financial – Shari Burnham

Shari raised the possibility of looking at the purchasing of product and also the pricing of items that we sell in an effort to obtain a greater profit. Discussion ensued about the possibility of looking at particular events and making educated decisions about whether or not to offer concessions. After compiling financial information for certain events, it is clear that some are not profitable for us. We need to figure out how to address this issue - either eliminate events or limit the number of volunteers for certain events. She is seeing the numbers and has concern about our ability to fund requests made for support by various groups, especially with the bond not passing.

Other items noted:

- Consider advertising out to schools that are coming to Dakota for events that we have concessions available – to increase traffic from visitors.
- Boosters / Board – parent participation and involvement continues to be scarce – consider advertising Boosters Club and invitation to parents at incoming freshman welcome at end of year (9th grade center).

Concessions – generally - all

- Need to figure out ways to make our concessions sales more profitable – all ideas should be taken into consideration – we need to work together as a Board to respond to suggestions – purchasing of product, use of product, sales of product.
- Winter schedule for basketball games is most are on Tuesdays, so we anticipate smaller crowds, less traffic.
- Discussed possibility of moving our concessions location for events like Lego competition to increase traffic.

Craft Show discussion – Jackie / all

Volunteers for the craft show – number of credits for current year was significantly less because we used more students, NHS. Kitty thought under 100 this year, versus 140+ last year.

Many things worked well for this year's craft show. Still need to get debrief on craft show observations and take-aways.

- Preliminary discussion items were increasing table fees from vendors and customer entry fees – to be in line with other craft shows in the area – we are low in comparison.
- Consider changing start time to earlier – again to be consistent with other shows in our area.

Need to determine number of credits to be awarded to Jackie for her leadership efforts on Craft show – decided that Jackie would be awarded 6 credits plus amounts shown below awarded for working the Show.

Need to determine number of credits to be awarded to each Board member for working Craft show:

- Friday – 1 credit each
- Saturday – 2 credits each

Meeting adjourned at approximately 7:00 p.m.