

Dakota Boosters Executive Board Meeting

Minutes

September 18, 2017

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

Board Members absent: Kyle Lefief

Early departure: Maureen LeFleure

The meeting was called to order at 6:05 p.m.

Concessions

Volunteer credits - Maureen

- Discussed not awarding partial credit (\$25) for General Meeting attendance – all agreed
- Discussed Board members getting something in addition to normal credit for working concessions – 1.5 credit for every four (4) hour shift – all agreed. However, noted that Board member do get credit for other hours committed to Board duties.

Temporary food license - Maureen

- Maureen reported that she had been contacted by Anna Emmi, from the Macomb County Health Department regarding moving forward with our application for permanent licensing along with an inquiry regarding our need for a temporary license.
 - Temporary license will cover us through last two games of the football season.
 - Mary Lou agreed to look into and complete the paperwork for the temporary license and also undertake the permanent licensing application work.

Sign-up sheets - Kitty

- Kitty noted that pictures of sign-up sheets in Hub cannot be forwarded or printed out. She requested that we also text her a picture in addition to posting in Hub. Noted by all Board members.

Cougar Fest - Maureen

- Maureen saw Phil V. and Mr. Sibley and discussion ensued regarding food trucks. Kyle was introduced to the discussion and was successful in securing three (3) food trucks and is working on the 4th.
- Need to defer to Kyle for the details on food trucks.

Other discussion items:

Treasury related – Shari

- Shari prepared summary of concessions / sale events through 9/8/17 – see attached.
 - Note that this schedule only reflects cost of sales for pizza as that is the only actual information that can be tracked. Costs of other items sold is not tracked.
- Shari also indicated that per her discussion with District financial personnel, we are to be operating under a budget. Shari prepared a budget for operations based on prior year activity and submitted to the Board for approval – see attached. All approved.

Discussion regarding application of credits earned by volunteers – Shari

- Shari reported learning the following through discussion with District financial representative:

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- 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)

Craft Show update - Jackie

- We are six (6) weeks out from the craft show
 - Mary Lou to look into advertising, with reference to emails and information provided by Stacie.
- Again reiterated the need to get more student volunteers from NHS / Link Crew / Key Club.
- Sign-up sheets will be posted on the Boosters website (sign-up genius) the first week of October
- Someone needs to be available at 2:30 on Friday evening to oversee/assist with the tarps for the floors – suggested that we need 12 volunteers – get from Tech.

Meeting adjourned at 7:00 p.m.

Next meeting is scheduled for Monday, October 16, 2017 at 6:00pm.

**Dakota High School Boosters
Proposed Budget
2017 - 2018**

Income

Concessions	\$	79,840.00
Craft Show	\$	20,538.00
TOTAL INCOME	\$	100,378.00

Expenses

Concession Supplies	\$	42,000.00
Craft Show Expenses	\$	7,725.00
Booster Expenses	\$	5,000.00
Bank Charges	\$	375.00
TOTAL EXPENSES	\$	55,100.00

WORKING BUDGET	\$	45,278.00
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