

## **Hinsdale Central High School**

### **Boosters Club meeting**

**January 7, 2020**

Reminder:

**Booster Donation Presentation - BIG CHECK - January 24, 2020 between basketball games. Be there no later than 7:00 pm. Booster shirts will be passed out to wear over your shirt. If all of the board could be there it would be nice.**

Bruce Carlsen called the meeting to order at 7:01 pm. Adjourned: 8:17 pm

Minutes: Lee Gillman

#### **Attendees Present:**

Lee Gillman, Kim Anderson, Michelle Fischer, Sally Phillip, Bruce Carlsen, Julie Boruff, Marvie Pham, Dan Jones, Courtney Willman, Stephanie Geier

#### **Introduce New Attendees:**

Kim Anderson introduced Julie Boruff - moving into to concessions group, background in accounting. Julie was welcomed by group.

#### **Secretary - Lee Gillman**

Kim Anderson made a motion to approve November 2019 minutes. Sally Phillip seconded the motion.

#### **Treasurer - Rob Tonn**

**Discussion:** Not present. December report submitted. Cash balance is \$51,702K. See attached report. January paid out 5K, January income is typically low. 8K from gate fees has been received by Dan. Confirmed that \$1100 was received by Sally Phillip for activities and clubs working concessions; has been distributed to them.

#### **Action**

Watch concession income, merch sales and fundraising this month.

### **Athletic Director - Dan Jones**

**Discussion:** Dan reported the safe can not be fixed, new safe on order. Deep into winter season, ~5K deposit handed over. HC hosting Girls Regional basketball -week of 2/18; finals 2/21. Wrestling finals - 2/14 & 15; busy weekend. This is the qualifier for State. Concessions will be busy, breakfast through dinner. Karen Ford will stock. Wrestling parents staff concessions. Big check presentation - 1/24 between basketball games ~7:15, be there no later than 7 pm. Corey will have big check made, Michelle will have Boosters shirts for every board member to wear for photo. Dan and Sally are meeting with parent groups to fundraiser for Video Boards in gym, field house. Total ~300K needed. Discussed moving Springs Grants to Video Board donation, EOS Scoreboards and Correct Display are the manufacturers, long life, local company. Concession close out: leave start up funds, remaining balance in safe with who left, team name, date and total in bag. Rob Tonn receives and distributes 60/40 Boosters/ Team. Safe combination will be shared with Julie.

### **Action**

Dan and Sally fundraising campaign- video board, will use FB and social media. Julie to receive safe combo. Julie will create form and tighten up concession guidelines and protocol. Bruce, Ed and Karen will coordinate concessions for winter sports.

### **Activities Director - Sally Phillip**

**Discussion:** Sectional for chess went well. Forensics Regionals upcoming. Spirit Week : January 21-26. Senior Bingo 1/21, Mr. Hinsdale Pageant 1/23 - proceeds go to Peoples Reserve Counter charity, 1/24 will be the Pep Rally and games. 1/25 - Special Olympics Basketball game followed by Winter Fling Dance, 6:00 - 8:00 pm in the Field House. Tickets prices TBD - \$5 or \$10. Food Trucks, DJ and Student Bands will alternate, games tables include pool, ping pong and foosball. Will set up couches and tables for students to eat and hang out in. Double Good fundraiser; 65 Student Council participants, sold 19K, made 9K, could do every year. Competition was fun, class with most sales won donuts. Student with most sales will be Principal for a Day while Mr. Walsh is student for the same day. Drama Trivia Night - 3/21 at Notre Dame Church in Clarendon Hills. Administration will have a table.

### **Action**

Corey will follow up with PR for shadowing Student/Principal Day with Boosters email and Advocate.

Sally F/U with Winter Fling announcement in PTO blast, communicate with all activity and club sponsors,

### **Committee Reports**

#### **Communications - Corey Huth**

**Discussion:** Not present. Working on printing Big Check. Presentation of BIG check between Mens and Womens Basketball game January 24th at 7 pm. Sally, William Walsh and Dan will be there. Need Boosters members. \$40,000 Fall 2019 Grants went to many activities/clubs and sports. Eblast for end of year donations was not done.

#### **Action**

Corey will coordinate BIG check, photographer present, add photo to Boosters website and info to Announcer.

#### **Concessions: Ed McCarthy(not present) and Bruce Carlsen**

**Discussion:** Karen Ford: continues to inventory/order/pick up/restock. Works with end users to order/stock. Occasionally need Ed McCarthy to ask Nick Rizzo to purchase something. All purchases made on personal credit card for this use and receipt to Rob Tonn. Rob Tonn will pay back quickly. Day of events Karen will open up, stocks, turns all appliances on, starts hot dogs and turns over opened functioning concessions to Dan Jones at the start of the game. Current financial cap: \$1500, will watch time owed. Kim announced new member Julie Boruff will focus on consolidating ordering, cash tracking and reporting for structure and internal control.

#### **Action**

Julie will work with Karen to create stocking sheet, order form, track history or ordering, reimbursement sheet. Karen is available at [kford@hinsdale86.org](mailto:kford@hinsdale86.org).

Need to spruce up outside concession stand - Huddle Hut.

Need the ability to track money by sport for indoor concessions.

#### **Fundraising - Kim Anderson and Open Spot**

**Discussion:** January 27 - Feb 2, Country House

February 25 - Grill 89 Dine & Share Event

March overview of Graduation Raffle- See Attached outline from Marvie. Graduation Parking & Seat Raffle - Marvie is requesting permit from VOH, discussed raising ticket price, left at \$20 each or 6 for \$100; goal \$100 each purchase. Raffle will start March 1. Will communicate and coordinate with Stephanie H. April 8, pull winner. Coordinated by Marvie. Winner will be notified April 9.

April - Whole Foods or Standard Market

May - Graduation Raffle. Bouq Box flower fundraiser.

### **Action**

Corey will do weekly PTO blast for graduation fundraiser. John will blast graduating seniors. Marvie asking for list of Seniors. Will coordinate with Stephanie H to eblast to all seniors. Kim to f/u on April. Lee f/u with Bouq Box.

### **Grants - Corey Huth and Kim Anderson**

**Discussion:** Athletic Director asking for 50K for Video Boards.

### **Action**

Will have additional discussions regarding Video Boards.

### **Membership - Jana Boomer, Amy Brown, Open Position - none present**

**Discussion:** Need to fill open spot on Boosters. Two new members in December. 11% growth for 2018-19 but down from 2017-18. Deposit of \$5075 will be transferred by D86 pushcoin.

### **Action**

Recruit members to fill open spot; not overwhelming - busy time is August until October.

### **Merchandise - Michelle Fischer and Stephanie Geier**

#### **Discussion:**

Lessons learned shared: no sales at basketball games, sales numbers are down this year and are changing merch and adding new options including scarves, winter hats and

basketball caps, football sales are flat, sales in school are low, moving to 1 sale each month. Next sale: 8th grade Family Night January 8, 6:30-8:30 pm. Shirts for all Booster board members will be soft style, 50 ordered, will be distributed at Big Check Presentation and next meetings.

**Action**

Need Volunteers for sales on January 8th, 8th Grade Family Night.  
Shirts to Big Check Presentation.

**Special Projects - Nancy Dugan not present**

**Discussion:** Follow up with Double Good for banner. Assist with Scoreboard Campaign.

**Volunteers - Courtney Willman**

**Discussion: None**

**Webmaster - John Bauschard**

No Report.

**Action**

Marvie will reach out re: graduation raffle communication.

**Old/New Business**

**Discussion:** Thank you to Corey for Building and Grounds holiday gift distribution.

**Action:**

Tabled for February - Director & Officer, Fidelity Bond and insurance needs - Julie will discuss at February including costs. Kim Anderson will send 501c3 info to Julie.

**Next meeting - Wednesday, February 5, 2020 at 7 pm.**