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**Cheney Blackhawk Booster Club**

**September 30, 2022**

**Board Meeting Minutes**

***The Cheney Blackhawk Booster Club’s mission is to create the “Blackhawk Home Court Advantage” that inspires students, athletes, coaches, parents and the community to collectively create a positive and spirited atmosphere for all extra-curricular and athletic programs. We are volunteers who wish to serve and lead by example. We support through fundraising, stand behind strong moral character and good sportsmanship and promote a winning school spirit by encouraging attendance at all Cheney High School activities.***

In attendance: Krisann Hatch, Mitch Swenson, Tim Kennedy, Shelley Whitely, Dave Ittner

Absent: Jay Evans, Kelley Hinrichs

1. Thank you to the following sponsors:
   1. Betty Hatch & Hatch Law Office for sponsoring the website
   2. Hatch Law Office for providing $1500 each to both girls & boys basketball
   3. Marc Hughes/Farmers Insurance for co-sponsoring Cheer
   4. Tara Morton/Grace Support Services for co-sponsoring Cheer
   5. **Tim will get Krisann information on other sponsors – Soccer, Baseball, etc.**
2. Review of October 5th Club Meeting Agenda
   1. No changes**; please let Krisann know if you’d like to add anything**
3. Review of Priorities
   1. Establishing policies & procedures; going really well; just need to now be consistent
   2. Concessions’ Revenue
   3. Website Adoption & Social Media Exposure; now have website, FB and Instagram
   4. Establishing the role of the Parent Liaisons; have heard from some parents that they need clarification of this role; have added to the Booster Club agenda
   5. Sponsorships; see below
4. Committee Reports
   1. Concessions/Shelley
      1. Shelley reported that things are going well; each football game is bringing in $2-3k
      2. Do need to clarify some issues; some coaches/advisors think if they just sign up, then they get the $200; **Shelley will clarify at the Booster Club meeting they actually need to staff the full concessions; good opportunity to remind about the parent liaison role**
      3. **Shelley is recommending we give $400 for the team/club/group that handles football concessions; all agreed; Shelley will track**
      4. **Shelley will change the name of her concessions email to Blackhawk Booster Concessions, so as not to confuse it with the main Booster email**
      5. **Tim to get Shelley list of big events for consideration and staffing**
      6. Battle in the 509; fully staffed and ready to go
   2. Social Media/Krisann
      1. Working on finding an email hosting site
   3. Sponsorships/Dave
      1. Jordan Family Farm/Erin & Ross Jordan – ready to sponsor!
      2. Working out the details:
         1. Name on programs; discussed that the programs come from the GSL with the GSL sponsor logos; we can add, if necessary; but instead agreed we could do a separate insert; **Dave will handle**
         2. Booster Bucks: Need to have something that can’t be duplicated and easy to make/use; **Dave will get with Candace Aramburu and see what she comes up with**
         3. Activity Passes: Agreed that instead, we can simply purchase GSL passes; **Dave will modify how many are given per Booster levels**
         4. Primary online presence: Website has the capability; Krisann to provide Dave with the website information; done – 9/30/22
         5. Krisann to forward list of PowerAd sponsors to Dave; done – 9/30/22
         6. **Dave will make changes to the brochure; once received, Krisann will modify website;** should be able to go live with the Memberships (Individual Booster levels) and Sponsorships (Company/Scoreboard levels) hopefully by mid-October
   4. Merchandise/Jay – Krisann in his absence
      1. Next order is in process
      2. Additional items (keychains, lanyards, decals) may take a little longer and may not be available for last football game on 10/14
      3. Adam Smith apparently has the ability to screen print and embroider; Krisann to f/up; sent text message – 9/30/22
      4. **Need volunteers for October 14th game as Jay will not be available**
      5. **Jay, Krisann and Tim to walk the inside concessions to consider merchandise locale**
      6. Rent a booth at the craft fair on 12/3 to sell merchandise; done – 9/30/22
   5. Events/Open – need someone to take this on; did not discuss
      1. Tailgates; did not discuss
   6. Fundraising/Open
      1. Do we want to consider a winter/spring fundraiser?; did not discuss
   7. Treasurer’s Report/Mitch
      1. Tracking and allocating funds
         1. $200 concessions’ allocations; Shelley provided updated information to confirm up-to-date allocations
         2. Sponsorships (website, others); did not discuss; **Krisann will discuss with new co-treasurers**
      2. General Fund; did not discuss; **Krisann to discuss with new co-treasurers**
      3. Merchant Services Update; all good – working well; purchased docking stations for each and will consider purchasing tablets for each
      4. Use of Venmo?; did not discuss but is a possibility; **Krisann to research**
      5. Should we be able to purchase items tax-free? Yes; **need to set-up account with URM, both for tax-exempt and direct bill**
      6. Replacing Mitch; have two individuals, Darcy Magalsky & Kaely Randles, interested in co-treasurer; all agreed that is acceptable
5. Good of the Order
   1. Kim Best – has volunteered to be the next Secretary; Motion Required; will have to do so via email; done- 9/30/22; APPROVED
   2. Darcy Magalsky & Kaely Randles have volunteered to be the next Co-Treasurers; Motion required; will have to do so via email; done – 9/30/22; APPROVED
      1. **Regarding STCU Account:**
         1. **Removing Mitch Swenson and replacing his role with STCU as the primary account holder, able to make changes to the account, to Krisann Hatch**
         2. **Adding Darcy Magalsky & Kaely Randles to the STCU**
         3. **Jay Evans will remain on the account**
   3. Senior All-Nighter request/Barb Flock; requesting to run larger donations through the CBBC due to non-profit status; had a good discussion but agreed we did not want to do that for the following reasons: 1) we are just now trying to establish our own identity, processes, and procedures, and this would complicate that; 2) we have new co-treasurers and do not want to complicate matters for them; 3) need to keep things separate; recommended they consider obtaining non-profit status; **Krisann to f/up with Barb Flock**
   4. Senior Banners; did not discuss
      1. $1400 for Fall sports; sponsor? Or CBBC?
   5. Insurance – do we have any; no; **Krisann to obtain quotes;** Dave suggested Paine West
   6. Next Board Meeting: October 28, 2022
   7. Next Booster Meeting: October 5, 2022 @ 6pm in the CHS Commons