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**Cheney Blackhawk Booster Club**

**November 2, 2022**

**Booster Club 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.***

1. **Welcome & Board Intros/Krisann Hatch**
   1. **President: Krisann Hatch**
   2. **Vice President: Jay Evans**
   3. **Co-Treasurers: Darcy Magalsky/Kaely Randles**
   4. **Secretary: Kim Best**
2. **Thank you to the following sponsors and boosters:**
   1. *Thank you to those who are in attendance tonight, excited to have you here.*
3. **Priorities Updates/Krisann Hatch**
   1. **Establishing policies & procedures**
      1. **Finance & Cash** *Glad to have Kaely and Darcy as co-treasures. They have been working hard to hammer out the finances and have rough estimates of the budget which we will discuss later.*
   2. **Concessions’ Revenue** *- we have rough estimate of numbers but with Kaely and Darcy on board will should have a better look at what concessions will bring in.*
   3. **Website & Social Media Exposure *-*** *Krisann has been working hard to get the sponsorship portion of the website up with Dave and his team. Kim and Krisann will be working more on social media together.*
   4. **Establishing the role of the Parent Liaisons** *- Parent Liaison information can be found on the website under the volunteer tab.*
   5. **Sponsorships** *- Dave Ittner and his team have been working on the sponsorship information, have some contacts already reaching out, we will give them a year and a half of benefits as we get our feet rolling. So huge benefit for those sponsors*
4. **Committee Reports**
   1. **Concessions/Shelley Whiteley**
      1. **Fall Sports Sales** *- Shelley would like to thank all the groups this fall. Things went well and fall is the hardest concession as there are outside and inside areas. Concessions revenue for groups was roughly $4,700 and an estimate of $11,000 gross for CBBC. We will have a better report in winter as the inventory and sales process will be in place.*
      2. **Winter Schedule** *- Winter schedule will go live Nov. 4th at 9am, 2 events per groups for sign ups, if the spots fill up fast we will have a waiting list, if spots don’t fill up then will keep open.*
      3. **Sign-up limits?** *- 2 events per group unless they aren’t full then more spots will come available. there will also be a small survey regarding concessions in the email for sign ups.*
      4. **Wrestling Tourney and appropriate offerings** *the CBBC had presented to the wrestling board about a 40/40/20 split if the CBBC helped with concessions at the tournament in January. After a lengthy discussion the wrestling board would like for the CBBC to run the concessions but also provide nutritional food that they select in order to have healthy options for their wrestlers. CBBC would run the entire concessions along with the food inventory and work with the wrestling board to come up with a nutritional menu.*
      5. **Concessions’ Work Day – (date)** *concession work day will be held on Sunday November 20th in the afternoon. Need about 4-5 people to help volunteer to deep clean the inside and outside concession areas. There are some minor repairs that need to be done and we are looking for someone who has the tools and knowledge to fix what is on the list Shelley has, please let Shelly know if you can help with the repairs. Repairs needed are a counter piece, cupboard doors, shelving in the storage area, safe to be drilled down into the concrete etc. There will be an email sent out asking for volunteers.*
   2. **Social Media/Communications/Krisann Hatch**
      1. **Email addresses update** *email addresses can be found on the website as each position has their own email associated with their position.*
   3. **Sponsorships/Dave Ittner**
      1. **Memberships/Sponsorships went live on 10/11/22** *have all sponsorship information up on the website, the board decided that if you become a sponsor you get the benefits from 6/1 -5/31 each year,*
      2. **Please – TALK IT UP!**
   4. **Merchandise/Jay Evans**
      1. **Fall Sports – Sales** *Were using Momentum Ink and now will be switching over to Adam Smith with the CTE program at CHS for gear.*
      2. **CHS Staff Sales – conferences** *we will sell merchandise on the following date for staff sales/parents. 11/21 - 4pm -6pm, 11/22 - 8am - 10am*
      3. **Other?/Adam Smith** *we will be working with Adam for our merchandise as his CTE students will be helping in the printing. He is about the same turnaround time as Momentum Ink. We will start using Adam for the Winter sports season. Adam also has the capabilities to make lanyards, keychains, decals and stickers. If we can get some volunteers we should have a sale at the turkey trot!*
   5. **Events/Open**
      1. **Craft Fair – 12/3/22 – need volunteers** *looking for volunteers to help between 10am - 4pm*
   6. **Fundraising/Open**
      1. **Golf Tourney/Benji Estrellado** *don’t have dates yet but will start the planning process in January, more info to come then.*
   7. **Treasurer’s Report/Kaely Randles & Darcy Magalsky** *Merchandise sales were roughly $6,500 (sales/gross) Concessions roughly at $8,000, there is roughly $13,000 in the general fund but the numbers are a bit fuzzy as we are still sifting through the finances from past years.*
5. **Good of the Order**
   1. **Grant Request vs. Allocated Fund Requests** *These requests can be found on the website using a google doc form. The board will go over the forms and vote on the approval of the grant requests. The basketball program submitted a grant request to purchase adjustable basketball hoops for the rims. They will be using these for youth camps, half time shows and much more. Both the girls and boys’ programs will utilize the rims. The amount granted for the request was $1,500. Allocated funds are for the funds allocated to each sport. These forms to request the allocated funds can be find on the website under grants.*
   2. **Senior Banners - $1342 for Fall sports** *going forward the board will pay for the senior banners, we will have a timeline and process in place for ordering, submitting names and getting the banners hung up in a timely manner. Bridgett Mayfield will be the photographer/designer of the banners. Nov. 17th is Winter Sports picture day.*
   3. **Insurance - update** *we have 2 bids and waiting on one other. Bids are coming in at roughly between $200-$550.*
   4. **Next Meeting: December 7, 2022, 6pm, CHS Commons** *meeting adjourned at 6:59pm*