

Prairie du Chien Booster Club

Meeting Minutes

10/6/2010

The meeting was called to order by President Lonnie Achenbach at 7:03 p.m. at the Prairie du Chien High School Cafeteria.

Present: Lonnie Achenbach, Stacy Hendrix, Rose Ziel, Gayle Aspenson, Chris Panka, Cathy Bierman, Andy Banasik, Frankie Mezera, Tim Elliott, Kati Forsythe, Ken Stoeffler, Jill Dressler

Minutes of the September Meeting were read. A correction to Frankie Mezera's hours was an 8:30a.m. start time. A motion was made by Ken Stoeffler to approve the minutes and seconded by Stacy Hendrix. Motion carried.

Treasurer Report – The treasurer report was given by Kati Forsythe. It was decided that the following items will be presented monthly: copies of bills paid, invoices for concessions, and the revenue from each game will be identified with the sport, date, and total sales.

Balances are: General Acct	\$34,557.04
Club Accts.	<u>\$28,125.23</u>
Total	\$62,682.27

A motion was made by Stacy Hendrix and seconded by Ken Stoeffler to approve the treasurer's report.

OLD BUSINESS

- Concession Stands –
 - There may be a need for a stand for a football game on Oct. 26th. MS Football would like a stand but adults will be required to work the stand. If no one takes the stand, the Booster Club will operate it. The stands will be offered to sports first and then to clubs.
 - If a club does not show up to work a stand one time per year, then they will not be able to sign up to work a stand for one year. A motion was made by Ken Stoeffler and seconded by Jill Dressler to establish this policy.
 - Call reminders will be made to the workers. A parent rep will get a list of names of the workers.
 - Opening/Closing Procedures will be set and posted by Chris and Megan.
- Cash drawers – Lonnie purchased two drawers at a cost of \$15 each and they have worked well.

- P.O. Box – The post office box will expire and will not be renewed. The Booster Club mailbox will be at Bluff View School.
- Blackhawk Card – The drive profit was \$2012 and a total of \$7382 was deposited. Eight hundred cards were made. Sixty-one were not sold and a few cards were missing. Missing cards will be charged to the club account for the sport that did not return them.
- Pole Vault Light – The cost of the pole and light was not within the original approved cost of up to \$2000. The quotation came in at \$3200. A motion was made by Ken Stoeffler and seconded by Gayle Aspenson to approve the additional cost. Another action on this item will be required and a meeting for this purpose will be held on Friday, October 8 at 6:30 at the football field concession stand.

NEW BUSINESS

- Conference Plaques in Gym – Sara at Sports World is to be providing a quotation for adding those that are needed.
- Timber Lanes on Blackhawk Card – We visited there twice asking them if they would like to be on the card but they were not open or could not respond. A note will be put in the file to contact them next year.
- Yard Signs – These are in the office and can be distributed. Student athletes can have them.
- T-Shirts – Twenty-four more will be ordered.
- Chairs – There are two Blackhawk Chairs left at a cost of \$40 each. They are ordered in lots of 6 at a cost of \$30 each. No more will be ordered now.
- Procedures with school on Accounts - Frankie, Andy and Stacy will develop procedures. If a club account has funds deposited, an explanation of the expenditures will still be required to insure appropriate use of tax exempt status.

OTHER BUSINESS

- A thank you note from the student council for the use of the concession stand during homecoming was read.

ADJOURN

A motion was made to adjourn by Ken Stoeffler and seconded by Tim Elliott. Motion carried.

Submitted by,
Jill Dressler
Secretary