

PMHS ATHLETIC BOOSTERS

GENERAL MEMBERSHIP MEETING MINUTES

June 15, 2020

CALL TO ORDER: The meeting was conducted via teleconference due to the COVID-19 Pandemic. Maya Shertzer called the meeting to order at 7:03pm.

ATTENDEES: Maya Shertzer, Jeroud Clark, Sharon Bloss, Steve Lurz, Alison March, Julie Bechtel, Tina Tolliver, Karen Pickard, Kaytee Schmidt, Charlie Tangires, Christian Shertzer, Lindsey Tolliver, Jacob Bechtel and 3 other wireless callers.

REVIEW OF MINUTES: The minutes from the May 2020 meeting were reviewed. The following changes were noted. Charlie Tangires should be shown as an attendee. Alison March's last name was misspelled and the approval of \$5000 should be for merchandise and not membership. Following these changes, the minutes were approved.

FINANCIAL REPORT: Jen Heymann was not present on the call and Maya Shertzer provided the financial update in her absence. The beginning cash balance was \$46,645. The only payment issued was \$210 for program books and there were no deposits. The unrestricted cash balance was \$46,435. There are currently \$11,725 in outstanding approvals. The final unappropriated cash balance is \$33,710.

ATHLETIC DIRECTOR UPDATE: Coach Clark presented the AD update. Work on the track has been completed and it should be open to the community shortly if it has not been yet. Spring sports uniforms and/or equipment is due to be dropped at school along with books next week. Coach Clark will complete a full inventory once those days are complete. There is no real news with respect to fall sports. Governor Hogan has released summer activities and high school sports practices. Coach Clark will be serving on the committee making recommendations regarding the return of sports. The Field Hockey coaching position remains open.

Tryouts for fall sports are still scheduled for 8/12. We are unable to schedule any fall parent meetings and/or the Booster's meeting schedule as the school buildings are still officially closed. Coach Clark did agree to provide notice on important dates as soon as possible in order to allow for planning (i.e. opening of concession stand).

Work on the wrestling room has been postponed. Coach Clark reports that he is not currently in need of any equipment or approvals from the Boosters. He has completed the mock-ups for the Wrestling and Girls Basketball uniforms and will be prepared to present costs at the August meeting for approval.

COMMUNITY RELATIONS: David O'Dea provided a brief update. In 2019 there were a total of \$8000 in sponsorships for the 2019/2020 school year. Some of those sponsorships began later in the year and they were not able to take advantage of the related advertising. David suggested that we consider pro-rating some of the sponsorships from this year. He agreed to take a look at the list and attempt to come

up with a budget estimate. He recommends going to each of the sponsors and giving them the option to renew or to take some type of pro-rata sponsorship for next year.

MERCHANDISING: Tina Tolliver presented the update for Merchandise. Tina is working on a new design and order quantities for the large order to be placed in advance of the pre and back to school activities. She did arrange a small sale of some merchandise for the parent of an incoming 6th grader. Tina would like to make arrangements to get into the school and double check the inventory numbers. Karen requested a count of the magnets in the school store.

CONCESSIONS: No concessions update.

MEMBERSHIP: Karen Pickard provided a membership update. Karen is working to establish the new membership levels and solidify the incentive gifts related to each level. The seats are currently selling for \$72, so the seats would be moved to a \$125 membership level. Karen currently has 5 seats in stock and she will purchase 10. She proposes adding a backpack for the \$100 level along with a \$50 gift certificate to the school store. She proposes purchasing 5-10 to start. The \$75 level will offer the embroidered blankets and the game passes. She currently has 7 blankets on hand and will order another 10. At the \$50 level, she will offer tote bags and headband/beanies for the winter. She will offer the totes while supplies last and will order 10 of the headband/beanies. At the \$25 level, she will have the license plate holder and the magnets. We will continue to offer a coach's membership level.

Karen agreed to send another e-mail to summarize the membership levels and purchase approval levels. She needs to get the new membership form updated.

SCHOLARSHIP: The scholarship winners have been announced. John Camp has agreed to stay on as the scholarship committee leader.

TEAM LISASONS: No Team Liaison update was necessary.

OPEN DISCUSSION ITEMS:

Ravens Update: The Ravens are still currently planning to have fans in attendance at all home games. They are still in the process of evaluating all necessary precautions surrounding the COVID-19 virus. We have currently been assigned several games for fundraising. The 8/14 game is at 7:30 and the 9/28 games is at 8:15. As a reminder, volunteers need to report 3 hours before game time. Charlie will be coordinating the Ravens fundraiser. He is currently waiting on the total number of volunteers per game. In the past, we have supplied 25 volunteers.

The final bylaws have been amended, approved and posted to the website.

Jennifer is looking for a firm to conduct the required audit over the upcoming summer months. She is considering a Bel Air firm (Bishop and Adkins). The firm conducts the Homestead/Wakefield PTA audit each year for a total of \$1800.

Charlie and Maya are working on the 2020/2021 budget. They are considering adjusting some of the budgetary numbers based on concerns over the return to school in the fall. As noted earlier, there is some concern that sponsorships could be down based on a pro-rata sponsorship to account of missed advertising last spring. Charlie suggests raising the proceeds for BINGO and keeping the Ravens amount the same. Concessions is budgeted for \$13,000 and Merchandise at \$12,000. There was a brief

discussion regarding whether we should continue at those levels or consider dropping the estimated amounts.

Budgeted expenses include \$20,000 for uniforms, \$3500 for scholarships, \$2,000 for banners, \$10,000 for facility upgrades. We will also have expenses related to huddle and coaching related items.

Fall fundraising was discussed. We are still considering the possibility of a pep rally in the stadium, but that requires a normal return to school. There is strong interest in a bowling night fundraiser to be held in the winter.

Fall sports meetings cannot be scheduled until the school buildings are opened and they can be scheduled.

Sharon will post the scholarship winners on the website. She will need assistance from John Campo to map the new BOD members e-mails to the corresponding Booster's e-mail addresses.

The authorized signers on the bank account for the Boosters will need to be adjusted to align with the Board of Director elections.

Charlie suggested that we pick a BINGO date and reserve the facility as soon as possible to ensure we are on the schedule.

FINANCIAL APPROVALS: The following items were voted on and unanimously approved:

\$1600.00 Membership expense for fall expense

CLOSURE:

Next Board of Directors meeting to be held on August 18th at 6pm

Next General Membership meeting to be held on August 18th at 7pm

The meeting adjourned at 8:00pm

Minutes Prepared by Julie Bechtel