

## Porter Ridge Athletic Booster Club Meeting

August 19, 2013

**Attending:** Dave Tolly – President  
Danny Fesmire – Vice President  
Branden Chopelas – Treasurer  
Cheryl Dillard – Secretary  
Lori Wogan – Merchandising  
Beth Marshall – Communications  
Lisa Ward – Merchandising  
Bill Rogers – Athletic Director PRHS  
Jessica Buchanan – PRHS Cheerleading Coach  
Caroline Henderson – Sponsorships  
Lisa Horstkamp – PRMS Football  
Marti Vagnone – Volunteers  
Lindy Tarlton – Concessions  
Julie Smallwood – PRHS Cheerleading

### **Approval on 7/22/13 Minutes**

**Old Business Updates** – A review of the bids received for AC for the press box, new glass for the press box windows, and an ice machine was done. These items will be listed on the overall wish list and be prioritized when there is money in the account to complete projects.

**New Business** – Dave reviewed with the team the proposal to have a fund raiser using engraved brick pavers. Mr. Rogers will find an old pamphlet that was done several years ago when this idea came up as a possible fund raiser. Lisa Ward will check on a contact from Griffin Masonry to get pricing information. Lindy also has a contact that could potentially be used as well.

A suggestion was also made by Coach Buchanan to paint the walkway from the gym area to the athletic fields (baseball and football) and parents could purchase a spot for their athletes' number on the related

'ball' (football, soccer ball, softball, baseball, lacrosse). This would be an annual event so that new players would have the opportunity to purchase their 'spot' and graduating athletes would be removed.

Concessions Accounting Practices – at the end of each game there will be two people checking the money and verifying the deposit amount, as well as signing the deposit ticket.

Coke Contract – There is a new Coke contract. They will contribute \$2,000 each year to the booster club. They will also provide several other 'perks'. Additional specifics were outlined in the contract.

Purchase Order System - One person from each committee is responsible for emailing Dave/Branden when they foresee the need to purchase items. A purchase order will then be done for the amount requested. This needs to be done in order for the president and treasurer to keep an accurate tab on the cash flow of the account and to eliminate the possibility of the account becoming too low.

**Middle School Sports** – The group approved the request from PRMS Cheerleading to have a fundraiser to offset the cost of participation in the sport. There is a special way this needs to be handled through the booster club. Branden will be responsible for this process.

**Committee Reports** – Treasurer – Documents are ready to go to the auditor and will be sent this week.

Concessions – Lindy and Jen are the two remaining concession members and are in need of volunteers. The home side is ready for Friday night. Volunteers will work on the visitor side on 8/21 around 6:30pm. Information will be given to Lindy about the possibility of using Hungry Howie's for pizza at games. Lindy is in process of working with Chick Fil A to provide sandwiches for games.

Merchandising – An order has been placed and will hopefully be delivered on Thursday, 8/22 in time for the Friday night game.

Communications – Julie Smallwood and Jessica Buchanan agreed to update the PRABC Facebook page.

Volunteers – Marti is in process of filling all the home game concession stand spots.

Sponsorships – The team is making progress in soliciting sponsorships.

**AD Report** – Mr. Rogers presented the 'wish list' that he currently has. At this time there are not enough available funds to begin working on the list.

No further business being had the meeting was adjourned at 9:00pm.

