

## Porter Ridge Athletic Booster Club Meeting

October 21, 2013

**Attending:** Dave Tolley – President  
Danny Fesmire – Vice President  
Branden Chopelas – Treasurer  
Cheryl Dillard – Secretary  
Lori Wogan – Merchandising  
Lisa Ward – Merchandising  
Bill Rogers – Athletic Director PRHS  
Marti Vagnone – Volunteers  
Beth Marshall – Communications  
Julie Smallwood – Cheerleading  
Jenny Cunningham – Brand RPM

**Approval of 9/16/13 Minutes** - Minutes were approved.

**Old Business Updates** –Brick pavers –Still in process of getting pricing information on installation.

Purchase Order System –Reminder that all purchases must be approved prior to the purchase.

Middle School Sports Budgets – All middle school sports that are supported by the booster club (which includes all sports other than basketball), must have an approved budget on file with the booster club prior to the start of their season. The middle school athletic director needs to be on point for notification and implementation of this procedure. See minutes from 8/19/13 meeting.

**New Business** – Concession/Merchandise Count Out procedures – Two people ( Board Member and volunteer that rotates weekly) will be responsible for counting out money two times during each game. Permanent cash boxes will be installed in both concession stands in order for cash to be placed in the boxes throughout games. This will eliminate issues that have occurred in the past.

Concession Policy for Free Food – Only people that are currently volunteering for a sport that is currently participating on the field are eligible for a free drink. There continues to be a problem with people getting drinks from the concession stand during the week. It was noted that all staff members have access to the concession stand.

Pirate Pass – The entire board voted unanimously to give Lindy and Jennifer each a Pirate Pass for their use during the remainder of the school year. This is a onetime thing and each year the board will make a determination if this is something that will be done for that year.

**Committee Reports** – Concession Report – See new business on count out procedures and cash boxes.

Merchandising Report – Profit/Loss statement was reviewed. All large purchases have been made. Jenny Cunningham from Brand RPM was present and would like to have a Pirate Day at Brand RPM for members to tour the facilities. As noted in the 8/19/13 minutes, Brand RPM can be used for all booster club sponsored sports (excluding uniform purchases at the high school level). Brand RPM can also provide on-line ordering of spirit packs.

Communication Report – Website is going well.

Volunteer Report – All games have been covered. Playoff games have yet to be determined and will need to be staffed if they are home games from PRHS.

Sponsorship Report – Profit/Loss statement was reviewed.

Treasurer's Report - Approximately \$25,000 is restricted out of the total of \$30,000. There are approximately half of the middle school cheerleaders that have not paid their dues in full. Dave will send out a letter to all of them that states dues must be paid in full in order to continue into the competition season. In the future, the booster club needs to keep an eye on this type of situation in order to make sure athletes are paying dues in full prior to participation. It is unfair to the entire process for some to pay and others not to. This does not allow for hardship situations that may come up and should be handled within the specific sport.

Membership Report – Only members with a Pirate Pass can sit in the designated seating area during football games. This area is opened up during the second quarter for anyone to sit. Each member must have a Pirate Pass in order to sit in the area. The passes are not 'family' passes, but individual passes. It is requested that each member wear their Pirate Pass for ease of recognition for the staff enforcing the policy.

**Middle School Sports** – No report.

**AD Report** – Mr. Rogers has spent approximately \$2500 of his allotment. The club must be aware of Title 9 when allocating monies. Mr. Rogers will begin looking at dates for the fall sport banquet.

No further business being had the meeting was adjourned at 9:25pm.

