

Pflugerville High School Athletic Booster Club

Meeting Minutes

August 1, 2011

I. Call to order

Julie Fisher called to order the regular meeting of the **PHS Athletic Booster Club** at **6:35pm** on **August 1, 2011** in **Room G4** at **Pflugerville HS**.

II. Officers and Members Present

The following persons were present: Julie Fisher, President; JoAnn Gutierrez, VP-Concessions; David Hufstedler, Treasurer; Noelle Jones, Secretary; Pat McCord; Chris Okafor; George Herrmann, PHS Coach; Michelle Patterson and her guest, Shelly.

III. Approval of minutes from last meeting

The minutes from the July 18, 2011 meeting were handed out. All present were given time to read the minutes. Chris moved the minutes be approved as presented. Julie seconded the motion. MEMBERSHIP ACTION: Membership approved the July 18, 2011 meeting minutes.

IV. Officer Reports

- a) President's Report:
No report at this time.
- b) Coach's Report:
Coach Walling did not have anything for the meeting.
Coach Herrman did not have anything for the meeting.
- c) Vice President's Report:
Cheryl was not in attendance. She emailed that she did not have anything to report for this meeting.
- d) Vice President-Concession's Report:
JoAnn stated she had the Sam's Club membership cards for authorized users: Julie Fisher, JoAnn Gutierrez and Noelle Jones.
We will have a concession stand open for the volleyball scrimmages on Saturday, August 5th, from 9am to 2pm. JoAnn needs a check to stock volleyball concession stand
Locks are broken on the ice machines at football field. Ready Ice looking at machines to make sure they are in working order. Possibly might need a new refrigerator in concession stand #2. Need email sent out to members regarding if anyone has one to donate or has a discount at vendor. (8/10/11 update: refrigerator is now working. Fuse box had been turned off by maintenance staff.)
Chick-fil-A has contacted us regarding selling chicken sandwiches at our sporting events.

- e) Vice President-Merchandise's Report:
Jill was not in attendance. She emailed that she did not have anything to report for this meeting.
- f) Vice President-Sponsorship's Report:
No one has volunteered for this role as of the time of this meeting.
- g) Vice President-Membership's Report:
Toni was not in attendance. She emailed that she needed to update the banner order form but did not have electronic version. Julie and Noelle said they would contact Rebecca Dean to get copy of form for Toni.
- h) Treasurer's Report:
David provided financial report. Current balance of just under \$21,000.

V. Upcoming Events

- a) Pat McCord will update website with new section, Upcoming Events. Julie will get with Pat about adding PayPal link so that members may join online and pay membership fee via PayPal.
- b) Volleyball scrimmage: Volunteers are needed to work concession stand during scrimmage on Saturday, August 5th. Will need volunteers from 9am to approximately 2pm to cover multiple shifts.
- c) Blue/Gold Scrimmage: Will provide lite meal for players at Blue/Gold scrimmage for \$1.00. JoAnn will hand out form to football parents regarding Booster Club membership and volunteering to work concession stand.
- d) Coaches Welcome Luncheon: Booster Club provided a light meal for the coaches to introduce the new officer's to the coaches. Booster Club will purchase sandwiches and officers would provide other sides, i.e. pasta salads, fruit salad, chips, etc. Best date for coaches is August 22. Julie will contact Amanda Brown to get coaches email list to invite them to luncheon.

VI. New business

- e) Presentation: Michelle Patterson and Shelly gave presentation on CieAura energy bands. Members in attendance asked questions about the product and if it was UIL approved. Membership did not feel comfortable being responsible for vendor's merchandise but Michelle could take orders if she wanted.
- f) Coaches Convention: Pat brought flyers and merchandise information back for Jill.
- g) PACE: PACE student group has contacted Booster Club stating they would be able to print t-shirts.
- h) Merchandise: Coach Herrmann brought "P" stickers for Jill. David took invoice to pay vendor.
- i) Letterman jackets: Coach Herrmann stated that due to PHS budget cuts, no money was budgeted to pay for letterman jackets for athletes this year. Coach asked that we consider covering the jackets for PHS athletes this year which would cost about \$3000 to \$5000. Money would not be needed until jackets come in. No action taken at this time but would be taken into consideration at a future meeting.

- j) Treasurer new business: Booster's should have 2 keys for lockbox at bank. We currently have 4 lockbox bags. David will research best vendor to buy deposit security bags. David is looking for best vendor to purchase accounting software.
- k) Membership: Volleyball will have a parent meeting at 11am during scrimmage on Saturday, August 5th. Julie, Jill, Toni and Noelle will talk to parents about Booster Club, sell merchandise and take in memberships.

VII. Adjournment

With no further new business, David motioned the meeting be adjourned. Noelle seconded the motion. Julie adjourned the meeting at 7:29pm, August 1, 2011.

Minutes submitted by: Noelle Jones, PHS Athletic Booster Club, Secretary. Minutes submitted for approval during meeting on September 12th.