

# Frederick High School Booster Club

## Meeting Minutes

March 3, 2014

February Regular Membership Meeting - called to order, 7:00 pm.

### PEOPLE IN ATTENDANCE:

Jen Burgener	Christina Clark	Trent John
Jessica Knepp	Staci Knepp	Anne Moran
Callico Neu	Tanise Neu	Jenn Olsen
Pete Vargas	Alison Vincent	Rebecca Vincent
Anne Wellman	Michelle Whitney	Rob Whitney

### SECRETARY'S REPORT

Approval of Minutes from February 3, 2014, meeting.

Motion to accept minutes:	Jenn Burgener
Seconded:	Christina Clark
Vote:	All in favor

### TREASURER'S REPORT:

The Treasurer's Report was not available during the January meeting. That report was reviewed and has balances as follows:

<b>Valley Bank Checking</b> beginning balance 1/31/2014	\$ 9,067.62
Income	6,840.80
Expenses	<u>3,261.15</u>
Ending Valley Bank checking balance 2/28/2014	\$12,647.27
<b>Valley Bank Money Market</b> beginning balance 1/31/2014	\$ 2,479.82
Income	.07
Expenses	<u>-0-</u>
Ending Valley Bank Money Market balance 2/28/2014	\$ 2,479.89

<b>Adams Bank &amp; Trust Checking</b> beginning bal 12/31/2013	\$ 23,809.85
Income (Jan & Feb activity)	55,891.95
Expenses (Jan & Feb activity)	<u>52,069.09</u>
Ending Balance Adams Bank & Trust Checking 2/28/2014	\$ 27,632.71

GRAND TOTAL FBC CASH ASSETS AS OF 2/28/2014 \$ 42,759.87

Motion to accept minutes: Jenn Burgener  
 Seconded: Michelle Whitney  
 Vote: All in favor

**TREASURER’S ITEMS:**

During the process of reconciling and auditing the club’s financial documents to date, there was a deposit found that should not have been received into the club’s account. The FHS Cheerleaders conduct facepainting each year during the Miner’s Day celebration. The Town of Frederick pays them \$150. The \$150 check was deposited to our account in error – a check was written dispersing the \$150 to the Cheerleaders.

It was determined that funds were available to support the \$750 grant awarded to the Cheerleaders in the fall for help in purchasing cheer mats. A discussion was had regarding the current delay in making that purchase but it was recommended that the funds be disbursed and held in the FHS cheer account rather than in the Booster Club account. A check was written dispersing that prior award.

**VICE PRESIDENT’S ITEMS:**

The deadline is approaching to submit team/group documentation for the 2014-2015 Bingo year. It was again discussed that Volleyball would be given the opportunity if there was coach support even though they were not in attendance at the January meeting.

The Club’s March 29 bingo session will be run by Games Managers Anne Wellman and Christina Clark with the bulk of the volunteers being generated by the AP committee. Proceeds from this session will be for AP use.

**AFTER PROM UPDATE:**

Things are going well, sponsorship dollars are arriving. AP will be working the March 29 bingo session. There is a volunteer meeting scheduled for March 4, 7pm, in the FHS Commons area. Reimbursement checks were written for supplies purchased by Michelle Whitney and Jenn Burgener.

**CONCESSIONS UPDATE:**

Concessions for the year have ended. All partial packages of candy and left over soda will be donated to AP. All Zing Tea will be held for sale until next fall – if their expiration date allows. Unopened packages of candy will be inventoried and sold to Coach Lear for sale at FHS track meets.

**NEW BUSINESS:**

There was a discussion around the need for a Sponsorship Committee. It was agreed that the need exists.

Motion to create Sponsorship committee: Trent John  
Seconded: Christina Clark  
Vote: All in favor

There was a discussion around the need to create an Audit Committee. It was agreed that the Club’s financial documents are always available for review and that Treasurer Alison Vincent would request a full review of the last 3 years records through the licensed CPA firm that does the Club’s tax preparation each year. It was determined that although the request is valid, a shortage of club members and another committee would be unwise.

Motion to discontinue discussion surrounding an Audit Committee: Jenn Burgener  
Seconded: Anne Wellman  
Vote: All in favor

**NEXT REGULAR MEMBERSHIP MEETING:**

Location – FHS Commons Area  
Monday, April 7, 2014  
7pm

**ADJOURNMENT:**

Motion to adjourn the meeting at 8:30 pm: Trent John  
Seconded: Jenn Burgener  
Vote: All in favor