

**Swartz Creek Athletic Boosters Meeting**  
**Monday, September 4, 2007**  
**6:30 pm**  
**Swartz Creek High School Teacher's Lounge**  
*Swartz Creek Booster's Website: [www.swartzcreek.org/athletic\\_boostersrv.htm](http://www.swartzcreek.org/athletic_boostersrv.htm)*

***Meeting Minutes***

**PRESENT**

Dave Beckwith  
Monalisa Bissonnette  
Sue Calvo  
Wesley Hall  
Jim Hukan, Treasurer  
Susan Hyde, Secretary  
Bud Lane, President  
Stacey Scott  
Angela Spencer – Programs  
Liz Studer – Pride & Spirit

**CALL TO ORDER/INTRODUCTIONS**

There being a quorum, the meeting was called to order at 6:35 p.m. by Bud Lane, President. Introductions were made.

**APPROVAL OF MINUTES**

The minutes of the August 27, 2007, meeting were distributed. Under New Business, the minutes will reflect that the contribution of the Boosters for the purchase of the golf cart shall not exceed \$2,600.

**MOTION WAS DULY MADE BY SUSAN HYDE, SECONDED BY ANGELA SPENCER, AND ADOPTED** to approve the August 27, 2007, Swartz Creek Athletic Boosters Meeting minutes, as amended. None opposed.

**TREASURER'S REPORT**

**Annual Review of Financial Statements**

Dave Beckwith reviewed the 2006/2007 fiscal year financial statements and provided the group with his findings. He noted he reviewed the information based on the criteria set in the bylaws. The following inquiries and suggestions were made:

- He noted there were some delays in deposits for 50/50 drawings and advertising, but nothing substantial.
- In regard to the scholarship awards, Mr. Beckwith inquired as to why the check was provided to the student rather than the school. Bud Lane indicated that this allows the student more flexibility in having the option of applying the award to tuition, books, supplies, or other incidentals.
- It was suggested that a beginning and ending inventory of merchandise be made at each event. The group noted that Steve Phillips is currently working on a process for the inventory of merchandise that may address this.
- There were 10 paid memberships and some golf outing payments with no indication as to whom paid; therefore, it was suggested that copies of the applications or other documentation be maintained by the Treasurer.
- It was suggested that an organization credit card be obtained for the use of purchasing by the Boosters, rather than reimbursements to individuals. The group noted it would be administratively difficult since several individuals purchase items to support the various programs.
- Last, Mr. Beckwith suggested that a procedure or checklist be developed to assist in the annual audit review. The bylaws are somewhat silent as to the level of review.

Mr. Beckwith noted that the Treasurer's books were well maintained and there were no major issues identified.

**MOTION WAS DULY MADE BY JAMES HUGAN, SECONDED BY SUSAN HYDE, AND ADOPTED** to accept the 2006/2007 annual review of Financial Statements. None opposed.

**Treasurer's Report**

Jim Hukan distributed the financial statements for the period ending August 27, 2007. The closing balance as of this date was \$40,902.29. It was noted concessions were down compared to the previous year, mainly due to weather postponement of games. Mr. Hukan noted one of the three scholarship recipients have submitted for their scholarship. It was also noted that the funding form from the football coach has been received.

**MOTION WAS DULY MADE BY SUSAN HYDE, SECONDED BY MONALISA BISSONNETTE, AND ADOPTED** to approve the Treasurer's Report. None opposed.

### **UNFINISHED BUSINESS**

#### **Athletic Department Golf Cart Purchase**

Sue Calvo noted she received two quotes for the purchase of a golf cart to be used by the Athletic Department. The Department currently has two carts. Quotes from Pfeifer and Plouman were received. Pfeifer's quote for an EZ-Go cart was \$3,495, while Plouman was \$5,000 (discounted from \$5,200) for a Yamaha. Each include a lift enhancement which allows added suspension to avoid additional hardship on injured players. Each location was visited to inspect the equipment, and it was the consensus of the group that the Yamaha was a much better built cart. Plouman supplies the Buick Open and Lapeer East has also purchased the same equipment. The group suggested Ms. Calvo contact Plouman to identify any other potential discounts. Susan Hyde indicated she will research whether the price quoted was reasonable.

**MOTION WAS DULY MADE BY SUSAN HYDE, SECONDED BY JIM HUGAN, AND ADOPTED** to approve funding not to exceed \$2,600 for the joint-purchase of a golf cart for the Athletic Department. None opposed.

### **NEW BUSINESS**

#### **Varsity Hockey Funding Request**

Dave Beckwith requested the group's consideration in supporting the Hockey program for ice time. He noted the cost of ice time has increased \$20/hour to \$245/hour, resulting in an approximate yearly expense of \$6,000. The cost of ice time will be approximately \$6,000. Typically the team will practice five days per week, two hours per day. Parents provide a substantial amount to pay for their child's participation. It was noted the Hockey team does assist the Boosters in 50/50 sales and concessions, along with participation in the golf outing. It was noted that the Funding Application Form has been completed and will be brought to the next meeting. Upon discussion,

**MOTION WAS DULY MADE BY ANGELA SPENCER, SECONDED BY JIM HUGAN, AND ADOPTED** to approve \$6,000 for ice time and the hockey program. None opposed.

#### **Fazoli's Fundraising Program**

Representatives from Fazoli's provided information on fundraising opportunities for the Boosters. They noted they have donated cups for the concession stand. Two programs are available. The first is a 15% voucher, which Fazoli's will donate an amount back to the program. The second is catering for an event in which participants purchase a dinner for an amount determined by the club. The club pays \$4.00 per person for the meal. This event can be coordinated for 100-1,000 people, and a 3-week lead-time is required. It was suggested that the Junior Class may be interested in the program for the event prior to homecoming. It was also suggested this program may not be suited for the Boosters, but the information will be kept on file.

#### **Creek Committee**

Susan Hyde noted she was requested to be the liaison between the Creek Committee and the Boosters, so as to relay any pertinent information.

### **COMMITTEE REPORTS**

#### **Golf**

Bud Lane noted that the 2008 golf outing will be held May 17, with a 9:00 start time at Willow Brook. Wes Hall indicated he will assist with the coordination of the outing. Mr. Hall has had a great deal of experience in the golf business. In response to a question raised by Mr. Hall, Mr. Lane noted that it would be appropriate to review other locations for the outing.

#### **Concessions**

Bud Lane noted he will assure there is a team signed up to assist in concessions this week. It was noted water is needed for the stands. There was discussion as to a process in handling the free food that is provided to staff (such as the referees), as it is difficult for new people identify who may receive the food. Stacey Scott noted that Brian Scott will be present at each event to answer any questions.

The Softball team and Rick Collinger were thanked and acknowledged for their assistance with concessions during the previous week.

Bud Lane noted he was contacted by an organization regarding the purchase/rental of an ice cream machine. It was suggested

that ice cream sales would most likely not be profitable during the upcoming fall/winter season.

Sue Calvo noted the youth program may be receiving two free ice machines. When they are received, the location of the machines will be determined.

The Health Department provided a temporary license for the grilling area.

The group discussed the profitability of a beverage fountain; it was noted, however, that it is easier to maintain and hand out cans of pop.

The suggestion of selling Coney hotdogs during homecoming was made. One window could be utilized, manned by two people (one server, one to collect the money). Bud Lane also suggested the purchase of pre-popped popcorn. Jim Hagan stated he left a message for the owners of Showcase Cinemas to identify whether any of their food equipment was for sale. It was noted the pizza warmer has been ordered.

### **50/50**

A leader for this Committee is needed. Monalisa Bissonnette indicated she will identify a group for this week's raffle.

### **Membership**

Wanda Cummings agreed to continue to Chair the Membership Committee. Bud Lane noted he will contact Ms. Cummings regarding the Meet-the-Team event for the Middle School. It was noted the elementary school's events are all held the same night.

### **Meet-the-Team**

No report.

### **Scholarship**

No report.

### **Promotional Items**

Steve Phillips will assist with the inventorying and ordering of merchandise.

### **Pride & Spirit**

Liz Studer requested \$30 for the purchase of flowers for the girls on court and balloons for the entry way. She inquired as to whether the Boosters were required to obtain security for the event, to which Sue Calvo noted she will contact the principal.

It was noted the 2006 50/50 raffle proceeds were donated to a local family to assist with payment of their Consumers' bill. Ms. Studer inquired as to whether there has been any determination as to who shall receive this year's proceeds. There had been no discussion; therefore, Ms. Studer noted she will contact Deb Culver to identify whether there are any families in need.

### **Marketing**

#### ***Fundraising***

Debbie Bair is Chairing the Fundraising efforts.

#### ***Programs***

Angela Spencer noted that Chili's Restaurant on Miller Road indicated they interested in becoming involved in the sports program. They noted that team players may wear their jerseys to the restaurant before a game and pay \$3.00 for a hamburger, fries, and a pop. This is open to any team. They are flexible as to when the players come to the restaurant, with the date being scheduled one day prior. They also indicated they will assist with the 50/50 raffle, having a staff person with a Chili's shirt selling side-by-side with a Booster's representative. Another opportunity is for a half-time gift certificate give-away (\$125 total) for an event such as a field goal kick. All of these opportunities can be done at any level (Freshman, JV, Varsity) for any sport. It was noted that the half-time event would be coordinated through the Athletic Department.

Ms. Spencer reviewed the outstanding issues pertaining to the program. After discussion, the group acknowledged Ms. Spencer, Monalisa Bissonnette and Nila Carpenter for their outstanding assistance in coordinating this year's program.

### **Sportsmanship/Ethics**

No report.

**ANNOUNCEMENTS/COMMUNICATIONS**

There were no announcements.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:06 pm. The next meeting will be held Monday, September 10, 2007, at 6:30 pm.

Respectfully submitted by:

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Susan Hyde, Secretary  
Swartz Creek Athletic Boosters

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Date