

# NORTHWEST ATHLETIC BOOSTERS

4200 Van Horn Road, Jackson, MI 49201

[board.nwab@gmail.com](mailto:board.nwab@gmail.com)

**PURPOSE:** To promote all interscholastic athletics of the Northwest School District through full cooperation with school officials, the Athletic Director and Coaches through **Financial Oversight, Athletic Development, Athletic Promotion, and Academic Excellence.**

## 1/13/14 Meeting Minutes

**Board Present:** Angel Fonseca, Lisa Hendges, Trish Kampf, Jim Kampf, Mike Richmond

**Board Members Present:** Angel Fonseca, Lisa Hendges, Camie Adams, Trish Kampf, Jim Kampf

**Board Members Absent:** Mike Richmond, Denny Blaschko

**Administration Present:** Chris Galloway, Cory Parrott

**Coaches Present:** Melissa Barrett, Justin Brown, Brian Klinger, Randy Jakubas

**Members Present:** Nicole Hatt, Wendy Richmond

### 1. Official Business

- a. Fonseca called the meeting to order at 7:03 pm
- b. Fonseca asked for the approval for the December 2013 Minutes

A motion to approve the December minutes was made by Barrett, seconded by Hendges, and approved unanimously.

### 2. Old Business / Reports

- a. Finance Report – Adams referred to the December Fund Activity and Balance and reported that concessions started again, bringing in dollars. She also stated that there is a check for the new mats in the Gym. She also reported that there was a credit for \$500 for restitution of lost funds from Jackson County regarding the embezzlement; this was a refund of our deductible. There is a negative \$20 in December for a returned check from the spirit store.

A motion to approve the Finance Report was made by Richmond, seconded by Barrett, and approved unanimously.

- b. Athletic Director Report – Galloway reported that due to the snow days, we will be very busy with games through Basketball Districts at the beginning of March. Boys and Girls Basketball teams are doing well, Gymnastics, Competitive Cheer, Wrestling, are all doing well.

Galloway introduced Cory Parrott, the new Assistant and AD for the Middle School.

### 3. New Business

***Thank you for supporting Northwest Athletes!!***

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- a. Winter Concessions Update - Fonseca introduced Nicole Hatt as the Concessions Coordinator. She will be able to make purchases under from a bank account that was set up. She has access to emails to send updates and reminders to coaches. Hatt will contact the coaches regarding the reschedules of the games from snow days. Hatt will also ask that the coaches let her know how many parents will be volunteering so they are not short staffed.
- b. Cash Bash Planning - Hedges reported that Cash Bash is all set for April 12<sup>th</sup>. We are in need of many volunteers. The tickets are printed and are available to sign out for sales. Posters and fliers are printed, but are waiting for approval from administration. Galloway offered to give posters to the other schools administrators to post. Fonseca stated that there will be a district wide letter / invitation mailed that will include the sponsor/donor form. We will have to sort them by zip codes to save on postage. Tickets are \$80.00. Tickets must be turned in on or before March 1<sup>st</sup> to the Athletic Office for the early bird drawing, which will be done at Cash Bash. Hedges reported that the DJ is set and that the menu is almost complete. The cost to NWAB for dinner per person is \$10.95. Pop is an additional \$1.00 per person. A menu was passed around for members to pick which would be their favorite choices for the main course. Cash Bar costs are as follows: Beer \$2, Mixed drinks 3\$, wine \$3. We can bring snacks and desserts.

Hedges stated that volunteers are needed in the following areas:

- Securing Donors – Fonseca explained what different sponsorships cost. Hedges will email the letter that is given to the sponsors to explain the costs, etc. Hatt volunteered to coordinate the donations/sponsors.
- Bingo and Raffle coordinators – will need to work all night.
- Ticket Sales
- Advertising –Fonseca volunteered to coordinate this - sending out posters, fliers, contacting media, announcements can be made at the basketball games at the High School and Middle School games.
- Kampf will check with Marnie Hade to get athletic pictures/power point to be projected during Cash Bash.
- Selling ‘insurance’ at the door – until we stop selling tickets
- Baskets for silent auction – Coach guidelines will be sent to Galloway.

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- Sideboards – Justin Brown volunteered to coordinate this
  - Snacks
  - Set up - Front Room – to begin at 3:00pm and Back Room to begin at 8:00 am
  - Tear Down
4. Funding Requests –
- a. Klinger asked for funding for a coaches' clinic – which is a budgeted item so it does not need to be voted on.
  - b. Galloway requested assistance for payment of the Middle School Wall Mats – which have already been ordered. He is requested partial if not all of the \$2500 for the mats.

A motion to pay the entire amount was made by Barrett, seconded by Hatt, and approved unanimously.

Galloway reported that the Score Boards cost for Installation by Johnson Sign was \$800.00. He also reported that due to the mistake of the score boards by Daktronics, they will give us one of the remotes for the score boards. Total costs of the scoreboards were approximately \$8500.

- c. Galloway requested assistance for a Jugs Softball Pitching machine. He stated that the one we have is over 20 years old. He has given NWAB two quotes; one from Jugs and one from Extra Innings. The pitching machine is used at each practice and before each game. It would be approximately \$1750. It benefits both JV and Varsity Softball. Fonseca stated that we should make motion on this by the February meeting so that it can be ready for the beginning of Softball in March. Fonseca stated that if we do this, we will have then hit our limit of \$15000.00 for this year's Future Opportunity Fund expenses. This item has year round use. We will open this up for more discussion next month and then will vote on it.

Galloway stated that he is compiling a wish list of items that may be needed in the future. Some of those items may be new tennis courts, moving items around the track, etc. We may not know what all we need on the wish list until the remodeling will be complete. While under construction, there may be limits to how many home games we can have next year. If so, we may lose many dollars due to loss of concessions.

5. Adjournment
- a. Closing Comments

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- i. Kampf stated that there is a fundraising opportunity through Younkers Department Store for their upcoming Community Days Sales Event. The fundraiser is done by non-profits selling coupon booklets for \$5.00 each. Each coupon booklet has numerous coupons for the Sales Event on February 28<sup>th</sup> and March 1<sup>st</sup>. The entire cost of the booklet will go directly to NWAB. There is an opportunity to hold booths at the store between now and the sales weekend to sell additional booklets. By holding a booth(s) at the store, we would also be given a portion of the amount that the sales associates sell at the service centers. The group discussion was to move forward on this opportunity. Kampf will secure the booklets and booths at the store. We can also sell the booklets at a booth at home games.

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