



Harwood Booster Club Meeting Minutes
November 9, 2015
6:30 p.m. Cafe @ HUHS

Present: Anne Latulippe, Melissa Semprebbon, Barbara Burns-Maynard, Katie Barany, Heidi Hill, John Riley, Diane Gildea, Carrie Dessureau

Brief History of The Club - Barbara Burns-Maynard presented a brief history of Harwood Boosters Club. She recapped past fundraisers and how they have supported the school in the past. She has been actively involved for many years. Here are some highlights:

Current and Past Supports:

- Athlete sponsorships - ongoing
- Flowers for FH - ongoing
- \$100 share for organization participating in concessions - ongoing
- Two or three scholarships each year for seniors going to college - ongoing
- Banners for the gym - ongoing
- Basketball programs/schedules
- Varsity Letters for Athletes
- Sports Banquet in the spring for Varsity Athletes
- Trophy cases
- Mike Systems
- New Hoops
- Treadmill for weight room
- Coach clinics
- Batting cage
- Student Leadership Conferences

Current and past fundraising efforts

- Concessions - Booth for basketball - ongoing
- Leaf Peepers - Collaboration with Central Vermont Runners - ongoing
- Fall Fashion Show, ski shops
- Spring Auction with local business donations
- Booster Baskets - each team or club makes baskets with donated items then they auctioned off, usually around the holidays - no business donations
- Donkey Basketball event
- Decals/Bumper stickers
- Spaghetti Dinners - before bball games

Financial Report - Anne Latulippe presented a spreadsheet with a comparison for the last five years and YTD for this fiscal year. [Click here for financial report](#)

501c3 status - Forms have been filed with the IRS to reinstate our status - cost \$400. Anne is still trying to locate our bylaws and Articles of Incorporation. John informed Anne that she could access them through the VT Secretary of State's office which she said she would do. Many of our records were damaged in the Food 2011 "Irene" Anne will continue to pursue the reinstatement of our Non-Profit status with the state and Federal Government. This will enable us to seek donations and offer a tax write off as well as open opportunities for grant seeking.

Harwood's Involvement - Sue Duprat explained some of the fiscal responsibilities to us regarding cooperation with the school and Supervisory Union as well as how the school needs to comply with "Title IX" objectives and how that affects our business practices and goals.

- All funds disbursed from The Booster Club to any individual or group affiliated with the school for their use needs to first be given to school to be deposited in the Harwood Activities account to be distributed to the earmarked groups or individuals.

Election of Secretary - Nominations were entertained - no nominations - tabled

Defining our Mission - Anne presented a copy of what appears to be a "constitution" There is no date or explanation on this document, but it appears to be the most current governing document we have. Melissa and Diane agreed to look over this and work on a tentative current mission statement we could possibly adopt to move forward with. They said they will email it out before the next meeting, so we could have something to start with then.

Started to run short on time - Moving Forward: a quick discussion ensued about how we should move forward topics were:

- Mission Statement: Diane & Melissa will look at
- Possible Ad Hoc Committees - not at this time
- Establishing procedures and policies - Barb has some documents (scholarships apps & booth contracts) concerning this and she will forward them to Anne to look at and put on google docs.
- Defining our Membership; Tabled until next meeting
- Fundraising; Goals (short and long term) & Activities and Events - We are moving forward with the concession stand. The first game is Dec 4th. Barbara has already got the games covered by teams and clubs except for 2 games in Jan. We all worked on signing up for the Booster "overseer" position needed for each game. Anne will cover the first two games to be trained by Jen Hoare. Heidi is also going to be at the second game for training. Barbara will send Anne the chart to put on google docs for all to reference. No long term goals considered at this time. Sue Duprat is working on a "wish list" that we can look at and set some goals around. There was talk about doing more concessions to include middle school bball and other sporting events.
- Grant seeking activities - Tabled until 501c3 is established
- Disbursement of funds: Tabled to next meeting scholarships, grants, purchases

Meeting Schedule Moving Forward - People quickly put together the idea of having the next meeting on Monday November 30th at Arvad's in Waterbury at 6 p.m. This has since need to be re-visited for a couple of reasons, Arvad's is closed that day and Melissa and Anne thought it best, in the spirit of transparency, inclusiveness and accessibility that we continue to meet at Harwood. Anne has secured the Cafe again through Sue Duprat for the 6:30 p.m. timeslot on Monday November 30th. We are hopeful that this will be satisfactory for all concerned.

Respectfully submitted,

Anne Latulippe 11/22/2015