



Harwood Boosters Club

harwoodboosters@gmail.com

EST. 1985

January 1/11/2016
Meeting Minutes
6:00 p.m. Cafe @ HUHS

Present - Anne Latulippe, Missy Semprebon, Katy Barany, Barbara Burns-Maynard, John Riley, Diane Gildea, Patti Kaufmann

Approval of Minutes from 11/30/2015 - approved

Financial Report -Missy Semprebon, Treasurer

Current Financial Report - Copies are in google docs

- The detail report was adjusted to reflect the returned check from VT Secretary of State (\$420) and the new expense (\$695) was entered. \$695 will be on the next financial as payment was not made by the meeting.
- \$400 was entered to reflect the cost to reinstate our 501c3 status under Misc. Expense(This will be on the next financial since payment was not made before the meeting).
- \$500 was moved from Leaf Peepers Expense to Leaf Peepers paid personnel to reflect the \$\$ given to Nancy Murto for services rendered as a stipend.
- The Booth Payable line item was adjusted to \$900 from \$800 under assets.
- Missy is working on a more accurate way of determining how much money is being made on concessions to determine if we need to adjust prices and or contracts. We want to at least break even and not run at a loss in the future. She will do this by keeping an inventory. When current inventory is added in we are making \$190.98.

Reimbursement procedures - Copies are in google docs. It was decided that everyone will take these home and go over them and make any suggested changes to Missy and we will revisit at the next meeting

Cash out procedures - Copies are in google docs.Everyone was on board with these as presented. For the Booth purposes, Missy will delete the coin section as we don't count the coins. Missy will set up the paperwork in the booth for easy access.

Legal Status - Anne Latulippe, President



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- Federal - The Federal form was being worked on. As the last one was returned and needed to be refiled. NOTE: Was refiled on 1-21-2016
- State The State was refiled and we are waiting on it's return.
- Insurance - John will be looking into whether we need to carry any Board Insurance and how much it will cost. He will report back at the next meeting.

Election of Secretary - tabled

Leaf Peepers 2016 - Barb updated the group on the current status of our association with the race and it's sponsors, Central Vermont Runners. Her Contact is Roger Crowley. She had a conversation with him and is in negotiations as to our responsibilities, share of the proceeds and what that will look like moving forward. She will know more in the spring and keep us informed. We formed an Ad Hoc Committee to work on this fundraiser and report back to the Boosters moving forward. Katy, Patty and Diane will form the group to work with Barbara to eventually take over for her as she transitions out of her role as lead Booster Rep in this fundraiser. They will work on recruitment and prizes and "day of" activities.

Basketball Concessions -

- contracts - copies of the contract were gone over and everyone agreed they were fine for now. We will revisit next year and make any adjustments necessary to cover costs.
- discussion of procedure for signing up for clubs and teams Katie has agreed to take this task over for next year and Barb will train her. It seems to be a pretty straightforward setup and works well.
- discussion of procedure for signing up for Booster Reps Katie will take this over as well and will send out the schedule ASAP next year so we can all sign up. Jen Hoare will no longer be volunteering.
- procedures for opening and closing booth - This is a live document and needs tweaking. Missy has asked us all for our thoughts and ideas This can be found in google docs and in the booth. Please refer any suggestions you have to Missy, so she can adjust as necessary.

Ways to increase school spirit - We looked at a couple of simple things we can do to increase school spirit.

- Half Time Shows or Exhibitions - Diane is working on getting the drumline for some games. Other ideas were tossed around. She is going to take it slow and see how this goes before getting too ramped up.
- National Anthem - Diane will get in touch with Music Dept about some singers for this.



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- Pom Poms - we are going to buy some pom poms to lend out to spectators during the games. They were relatively inexpensive. They will be available at the 50/50 table and “hopefully” collected after the game. We can also sell them at the concessions and see how it goes. we looked at the Foam Hands and they were rather pricey, unless we buy a lot. We will see how the pom poms go and then look at the foam fingers for next year as the season is half over.
- Banners. Calmont Beverage has agreed to make us couple of banners. One for the Gym and one to travel to away games. After some discussion. Barbara thought we may already have some felt ones. Anne will look into finding those with Sue and Missy will get the others from Calmont. We want to make sure the banners are accessible for any away games, Boys or Girls, and all sports.

Wish List - we looked at the wish list provided from Sue and prices attached from Chip. A conversation ensued about what we should look at first and it was decided to put our efforts into two things

1. Bleachers. Diane had thought the Class of 2015 was supposed to be donating them but they are nowhere to be seen. She will pursue the status of these and get back to the group.
2. It was decided to look into building or purchasing some sort of portable concession stand to use at the various fields at Harwood. Discussion ensued as to what to serve and it was decided to stick with we already do for the first year with an eye to expansion after we get it up and running to possibly include burgers and more.

Website, facebook and twitter - Anne is still working on these avenues of social media for the Club. NOTE: Facebook launched 1-22-2016

Meeting adjourned at 7:40

Next Meeting - Monday, February 8, 2016, Harwood Cafe