



Harwood Boosters Club

harwoodboosters@gmail.com

EST. 1985

February 8, 2016
Meeting Minutes
6:00 p.m. Cafe @ HUHS

Present - Anne Latulippe, Missy Semprebon, Diane Gildea, Patti Kaufmann

Approval of Minutes from 1/11/2015 Minutes were approved after Patti's name was corrected.

Financial Report -Missy Semprebon, Treasurer

- Current Financial Report Missing 2 deposit not done and cash needs to updated under assets.
- Reimbursement procedures (re-visiting from last month, please bring your copy and any recommendations you have) We will go with what is here and modify as needed.

Legal Status - Anne Latulippe, President

- Federal & State Reapplied waiting for approval Executive Committee Duties checklist to avoid loss of status again.
- Insurance - John (Tabled John not here)

Board recruitment

- Secretary
- Track & Field, Lacrosse Parents
- Student involvement Letter to parents, assembly informational, spring sports meeting
- Missy has reached out to Rachel Potts about an intern position but not heard anything yet. She will reach out again to see if there is any interest.

Leaf Peepers 2016 - Update if any, Ad Hoc committee: Katy, Patti and Diane No new information tabled until next meeting.

Basketball Concessions -

- contracts - sample copies attached. Need to update as they are not working. Updates will be made by Anne and posted in our website. We agreed that students can handle money as long as an adult is supervising in the booth. The number of adults is changed from 4 to 2. If a group does not give 2 weeks they will be removed from the schedule and any dates will be offered to others. They also may not be invited to attend the following year.



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- procedures for opening and closing booth - checklist (re-visiting from last month, please bring your copy and any recommendations you have) We are still using this and will modify as needed.
- We will also ask Barb for a contact list that she uses to staff the booth. If we run into a problem with no one there we can try to offer to someone else.

School Spirit

- Pom Poms - Anne will reorder
- Half time shows and singers - Diane will contact the drum line and the chorus teacher about getting them there for senior days if possible
- Senior/Programs - Missy and Anne have reached out to Mike Woods, Tom Young and Sue about putting an insert into the program for the seniors. We would like to include a picture, name, number and some career highlights from each of the players. Boys will be Friday the 12th and girls will be the 17th.
- We would like to invite students and parents from other activities to send us pictures and updates on upcoming events that we could share on our facebook and webpage.

We need clear guidelines on Fundraising, Sponsorships and disbursement rules.

- We need to invite Administration, Athletic Director, Admin Secretary, Booster members, School Board Representatives. Anne to invite everyone and set up meeting.

Spring Sports - Anne - Discussion of options and establishing a plan moving forward.

- Anne presented a vending cart that we could get for \$2500 or an option to purchase a trailer that we could move to different area's for concessions. The cart has been offered (by Sue) as a way to move the cart or trailer around.
- We talked about doing LaCrosse games but that would be 11 girls and 11 boys games and we agreed that is too much for our current numbers to handle. We discussed the possibility of starting with Saturday games and including two home track meets. One for middle school and one high school.
- Sue to get us the schedules as soon as possible.
- We would like to make programs available at all sporting events. Missy will design a program that can then be passed off to a parent from each group to update as needed.

Scholarships - Plan for implementation

- We would like to learn more about how this is done. Who are the judges, how is the decision made, and why is it done so late in the year.



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- If possible we would like to move the date up so we can release the winners info and make it know that the boosters has provided these funds.
- We will also advertise the availability on our webpage, facebook page and on school webpage.

Website, facebook and twitter - Anne has been working on the Website and we all agreed it looks great. She will be adding some forms such as scholarship application, booth contracts, financials and cash handling procedures(once Missy updates). She will also be adding some contact information for all board members to make us more accessible to the community at large.

New Business Nothing was brought up and we were dismissed at 7:40

Next Meeting - Monday, March 14, 2016 Harwood Cafe, 6 p.m.