

Essex Boosters Club Board Meeting

March 21, 2024 | 5:30-7:00 PM | EHS Cafeteria

Meeting Notes

Board Member Attendees

Mike McCaffrey, Interim Board President

Katie Spaeder, Interim Board Secretary

John Jorschick, Interim Board Treasurer

Lynn Holcomb, Interim Board VP of Merchandising (arrived at 6:00 pm)

Public Attendees

Kelly Griffin

Jaren Naef

Peter Symula

Deb Jorschick

Carmelle Terbough

Mindy Bero

Brian Donahue (EWSD)

Gayle Botelho (EWSD)

Meeting Notes

1. The first official public Essex Boosters Club Board meeting was called to order at 5:35 PM
 2. Interim Board Member Introductions (Mike, John, and Katie)
 3. The new Essex Boosters Club bylaws were read aloud and reviewed by the interim board and public to determine if adjustments needed to be made. Questions and comments during the reading are included below.
 - a. A suggestion was made to be consistent with the language throughout the bylaws replacing "Board" with "Executive Board".
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- b. A suggestion was made to look toward staggered terms for Executive Board Members to ensure transfer of knowledge and experience.
 - c. A discrepancy in Section 6.04 was noticed and corrected during the meeting changing an amount of \$200 to \$250.
 - d. A question was asked by a member of the public: "What if a coach is also a board member?"
 - i. Answer from Interim Board: As long as a coach is also a parent of a child(ren) in the school district, they should be eligible to be a Board Member as well. Acting in a "coach" capacity, they would need to follow the same request process as other coaches within the district, and there may be occasions where they may need to recuse themselves from a specific vote if there is a conflict of interest.
 - e. A question was asked by a member of the public: "Will elementary and middle schools be included in Boosters?"
 - i. Answer from Interim Board: Not at this time. As we get up and running our focus will be on the high school. In the future, our goal is to include elementary, middle, and high school.
4. At approximately 6:20 PM, a motion was made by a member of the public to approve the bylaws pending the changes noted in items 3a and 3c above. Another member of the public seconded the motion approving the new bylaws.
5. Treasurer Report
- a. John Jorschick shared that the newly formed Essex Booster Club is beginning with a balance of \$0. Based upon what was shared with us, the prior Boosters organization dispersed any remaining funds and closed the account.
 - b. We have opened a new bank account.
 - c. We now have a postal box and address
Essex Boosters Club
4 Carmichael Street
Suite 111, PMB 130
Essex, VT 05452
 - d. Money has been spent on the following so far for our start up costs. (Note: money was paid out-of-pocket by Board Members and will need to be reimbursed from fundraising money.)

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- i. Domain Purchase by Katie Spaeder (essexboosters.org and essexboosters.com): 3 year term \$160.98
 - ii. Business reinstatement fee with VT Secretary of State by John Jorschick: \$200
 - iii. Mail box for six months: \$170 by John Jorschick
 - iv. Business address change for State of VT: \$25 by John Jorschick
 - e. Fundraising
 - i. We recently reached out to the Essex Lions Club and Essex Rotary who each donated \$500
 - ii. Another local Essex business has indicated that they would like to donate \$1000
 - f. A member of the public asked if it is possible to do a GoFundMe.
 - i. Answer from Interim Board: This is something that we have discussed, however nothing has been finalized.
 - g. A member of the public asked if there are any known vendor debts from the previous Boosters.
 - i. Answer from Interim Board: Not that we are aware of at this time.

Public Comments and Discussion

1. There was a discussion surrounding purchasing from vendors.
 - a. A question was asked about who was used by the previous Boosters. Response from both Board Members and the public included that Costco was the main store used to buy supplies for concessions. Personal Costco cards had been used for purchases, there was not a Essex Booster Costco card with 501(c)(3) status.
 - b. It was suggested by a member of the public that we look into Net-30 status with vendors to see if this will be an option to invoice and pay later.
 - c. It was suggested by a member of the public that we set up 501(c)(3) with any stores that we decide to purchase from.
2. There was discussion about fundraising opportunities outside of concessions.
 - a. 50/50 Raffles: Discussion surrounded verifying limits of winnings

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- b. Cow Plop: a member of the public discussed this as being a successful fundraiser many years ago
 3. A member of the public suggested that the Boosters consider using an accounting program such as QuickBooks instead of only using spreadsheets.
 4. Volunteers
 - a. A member of the public who is a Lions Club member expressed interest in members of the club volunteering
 - b. It was noted by many attending the meeting that recruiting volunteers can be challenging. Suggestions were made such as being proactive with announcing volunteer opportunities with advance notice.

Next Steps

- Complete insurance forms
- Complete 501(c)(3) to obtain non-profit status
- Create new website
- Create Facebook and Instagram pages
- Goal: to do at least 1 concession stand before the end of the school year; looking at Essex Invationals on May 25th

Meeting Adjourned

Meeting was officially adjourned at approximately 7:15 PM

Next Meeting

TBD