



Meeting Minutes
Ashwaubenon High School
Library 6:15pm
September 18, 2023

In Attendance: Patty Kiewiz, Tammy Uhl, Danielle Biemeret, Nick Senger, Carrie Bielke

Requests for Funding:

- Athletic Director \$6,000 - Fitness Center
 - Be able to efficiently and effectively manage 50-60 kids at a time if the equipment request is met
 - Every program provided time to be in there. Scheduled time after school to be more efficient.
 - Total bill \$8,800 – school will find a way to cover the rest
- Football \$1,687 -Food
 - Sandwiches and milk for all students who participate in summer weightlifting

Secretary's Report:

- Approve minutes from May 15, 2023, meeting
 - Motion: Danielle, Approved: Tammy

President's Report:

- Finance Procedures
 - Working to simplify the process. Everything is done through the school (transactionally) and the Treasurer's responsibility is to balance the statement.
 - Moving forward, invoices that come in for Jaguar Backers (Melott, Pepsi, Gordon's Food Service, etc.) will be collected by Cheryl and (delivery method TBD – email, saved in a physical folder, etc.) communicated out to the group.
 - Programs not supported: Swim, Baseball, Softball, Golf, Cross Country, Tennis
 - Create a form on the shared drive to track when inventory moves from the general Jaguar Backers inventory to another group/team – Nick will follow up with Katie on this.
- Taste of Ashwaubenon
 - Date is set for Monday, March 18, 2024, at Stadium View.
 - Will be allowed to come in on Sunday to set-up (unless someone books the venue for Sunday night prior).
- Website Update
 - Current website platform is changing therefore we are required to change.

- o \$995 fee to upgrade to the new platform. They will transfer all the data. Will provide training to the board. They will pro-rate our \$275 (previous) annual fee toward the \$995.
- o Headers (menu on the left) will be a charge to change in the future.
- o Annual fee is \$529.
- o Patty will send out an email with available themes to be reviewed by the board.
- o Transfer time 4-6 weeks.
- o Motion: Tammy, Approved: Danielle

Vice-President's Report:

- Vacant

Treasurer's Report:

- Financial Report 4/23-7/23
 - o New reporting format will be leveraged moving forward.

Activity Director's Report:

- Teams/Club Update
 - o Fall sports and clubs are in full swing
 - o Consistency in coaching staff all around
 - o Increase in cheerleading participants
- Concession Update
 - o Looking for a better way to schedule concessions.
 - o Ideas:
 - Swap responsibility with an off-season team.
 - Have a monetary penalty/deposit for accountability.
 - Open a year-wide scheduling system.
 - o Grill is not being taken care of
 - Need to create instructions for how to clean the grill and do other closing tasks.
 - o Need to make better instructions for all concession items.

Open Discussion:

- Items not on the agenda

Adjourn Meeting

- Motion: Tammy, Second: Danielle (8:03PM)

Executive Board Meeting

Voting Members: President, Vice-President, Secretary, Treasurer, Apparel Coordinator