



Poway Field Hockey Boosters March 3, 2014 Meeting Minutes

Attendees: Scott Bartel, Jared Burr, Rich Busch, Janet Menacher, Melinda Patenaude, Becky Williams, Pam Zemper

Review of Season

All agreed that the season was positive with lessons learned for next year. Financially sound for the start of next season.

Board Members

Janet discussed the need to clarify the job descriptions for the board members.

Action: Each board member to draft a job description and outline duties. Please send descriptions to Janet.

Need descriptions for the following:

- President
- Vice President
- Treasurer
- Secretary
- Field Hockey Manager/Player Representative/Team Mom
- Fundraising Coordinator
- Website Manager

Action: Draft outline for next season so that we communicate a united front to players and parents.

Fundraising

Reviewed last year's fundraisers and prospective fundraisers for next year. Agreed that part of the season's master calendar to include fundraisers.

- Approved fundraisers for next year:
 - Business card/calendar
 - restaurant nights
 - E-scrip,
 - Wal-Mart cookout
 - "Shoot Out"
 - Spirit Wear
 - Letter Campaign
 - Recycling
 - Booster Dinner
- Declined car wash.

Action: Develop master calendar of fundraising events.

Action: Wal-Mart cookout. Jared will ask Tiffany for Wal-Mart contact; seek permission for event.

Action: Outline Business Card/Calendar fundraiser for returning players and prospective players to work on over the summer.

Action: Spirit Wear. Simplify items and colors. Melinda will ask Laurel if she's available to coordinate next season. Consider adding reversible pinnie. Scott will talk to Jason, Adidas rep regarding pinnie. Scott and Becky will discuss logo; consider possibility of logo without "bow".

Action: Jared to contact Chamber of Commerce for listing of local business to send letters to support program.

8/27/2014

Action: Janet will talk to Vicki Harvey to consider Dudley's Bread fundraiser.

Action: Recycling program; Bonita may be a good candidate to coordinate a recycling program.

Action: E-Scrip will be part of registration packet. Need to find coordinator.

Action: Consider having Booster dinner prior to season coordinated with beverage service from Alisa Burr. Need to find a venue with no liquor license.

Action: Shoot Out fundraiser to be scheduled for early in the season.

Action: Happy Hour at Kaminski's

Action: Need to do a financial assessment. Scott to contact Sherri Ortiz to start transition with new treasurer.

Review of Non-Profit Club

Rich drafted bylaws and articles. Board discussed that once formed that the club will be taxed; have to pay an annual fee. Jared has volunteered to be named as the incorporator with Rich Busch and Tiffany as the two additional members.

Action: Scott and Rich to meet to discuss club status.

Budget Review

Action: Scott to meet with Sheri Ortiz for Treasurer transition.

Field Hockey Season Calendar

Summer Season at Torrey Pines

Action: Need to send out "Save the Date" – June 24, 2014

Sunday Indoor

Action: Need to send out email reminding the players that this is ongoing.

Captains Practices/Pre-Season Training

Scott commented that Captains Practices didn't work well last year.

Action: Consider Velocity Training

Action: Jared to contact trainer for workouts during 7/27 – 8/10 time period.

High School Game Season and Scrimmage Dates

Action: Scott is working on and almost completed.

Other Dates for Calendar

- Board Meetings
- Fundraising Dates
- SAT/ACT
- School Calendar Events (Homecoming, Professional Growth Days, Holidays)
- Parent Pre-Season Meeting
- Captains' Practices
- Tryouts
- Registration
 - Registration Date
 - Registration Materials
 - Player Registration
 - Uniform Agreement

- Spirit Wear
- Volunteer Form
- Game Schedule
- Practice Schedule
- Transportation Donation
- Transportation Waiver
- What to expect outline
- Tournaments/Scrimmages
- Expectation Guidelines/School Athletic Handbook

- Team Yearbook Photo & Pasta Party
- Games
- Scrimmages
- Tournaments
- Pasta Parties
- Pasta Party/Senior Night Posters
- Team Sleepover
- Senior Night
- CIF
- Banquet

Volunteers Needed

- Fundraising
- Spirit Wear
- Field Duties (set-up, timing, score keeping)
- JV Team Mom
- Senior Night
- Photography
- Pasta Parties
- Banquet

Equipment/Uniforms

Not discussed

Next Meeting

TBD