



## **Poway Field Hockey Boosters August 31, 2015 Meeting Minutes**

Attendees: Alisa Burr, Lesley Flud, Melinda Patenaude, Jeff Plummer, John Richards, Roger Whitney  
Absent: Bree Blila, Pam Zemper

### **Call to Order**

The meeting was called to order at 7:05 p.m.

### **New Board Member**

The Board welcomed Roger Whitney to the meeting as a prospective board member. M. Patenaude motioned to elect R. Whitney to the Board as the new secretary. J. Plummer seconded the motion. All voting parties voted in favor and the PHS Field Hockey Boosters have a new secretary.

### **Volunteer Updates**

- Poway High Field hockey is in need of volunteer scorekeepers.
- Senior night is coming together well in the early planning stages.
- The Board is on the lookout for a varsity team photographer.

Action: J. Plummer will request volunteer varsity scorekeepers by contacting Varsity parents.

Action: JV team parents to request that a couple of other JV parents volunteer to be scorekeepers for their daughter's team.

### **Insurance**

J. Richards has been researching possible providers with appropriate insurance for the Poway Field Hockey Boosters (Liability, bonding, D & O, ect.). The plan is to purchase through "boosterclub.org" or "National Booster Club Training Council" (NBCTC). The Board had previously approved the insurance purchase and J. Richards will move forward with it in the coming weeks.

Action: J. Richards to purchase insurance for the Poway Field Hockey Boosters.

### **Budget & Finance**

A. Burr presented last year's P&L summary. The Board had the opportunity to review 2014/2015 revenue and expenses and, overall the year went according to plan and there were no concerns.

A. Burr also presented the proposed budget for the 2015/2016 year and discussion followed. L. Flud shared estimates and ideas with regard to the possibility of purchasing new uniforms for the team prior to the 2016 season. The new budget is very much like last year's and includes anticipated income from fees and fundraisers as well as all expenses anticipated for the coming year. The possibility of purchasing a new storage shed was briefly discussed, but tabled for a future meeting. M. Patenaude motioned to approve the 2015/2016 budget and J. Plummer seconded. Motion passed with all Board members in favor.

Action: L. Flud to continue to research cost estimates for new uniforms for future budget planning (24 jerseys/skorts; home/away; warm-up jerseys and keepers jerseys).

### **Field Hockey Bylaws**

J. Richards briefly reviewed bylaws with the group. The previously ratified bylaws were then routed for signature. The bylaws are now fully executed and on record.

### **Fall Sports Night**

Fall Sports Night went well! Coaches presented the new season information and J. Richards shared an overview of the fundraising needs of the team. Board members were introduced and there was a call for parents to fill the open positions on the Board.

### **Team Banquet**

J. Richards presented a detailed summary of 5 possible options for the PHS Field Hockey End of Season Banquet. Of the possible venues, the consensus was that the best possible venue would be the Rancho Bernardo Country Club. The Board is leaning toward this option, but we would like to find a better date than the one noted as currently available (Thursday, December 10<sup>th</sup>). We are hoping to find a night that will have minimal conflicts with other sports and test preparation.

### **Fundraising**

L. Flud updated the group on the progress of the "Snap-Raise" fundraiser. Coach Brit will be taking the lead and will meet with Kai to work out the details of the video project. It will be requested that each team member provide 20 e-mails to send out the Snap-Raise link to prior to the taping of the video on Friday, September 4<sup>th</sup>. L. Flud will print out the e-mail worksheet to distribute to the girls and follow up with an e-mail that will include the document.

Action: L. Flud to print and e-mail Snap-Raise forms for the team.

Action: Boosters to think about prizes for top fundraisers during the Snap-raise campaign.

**Next Board Meeting: Monday 9/14/15 at 7 p.m.**