

Minutes of November 14, 2016 Athletic Booster Meeting

1. Meeting was called to order at 7:00 by President Andrew Schmit.

- Introductions from all Booster representatives and Board Members. Attendance was taken as is at the bottom of the minutes.

2. October Minutes were approved.

- Brad Wilson motioned to approve.
- Dave Keil seconded the motion.

3. Treasurer's Report

a.) •Geralyn provided our financials. Our cash balance is approximately \$78,000 right now.

•Changes since last meeting include the following:

\$1800 in credit card apparel sales

\$725 from golf outing

-\$225 for carnations for Senior nights

•Outstanding items that were approved, but have not been paid for are the following:

Dance Floor

Fencing under bleachers \$11,300

Gymnastics equipment

Pole Vault equipment

b.) Expense Reimbursement Policy

• Boosters is memorializing and formally documenting our expense reimbursement policy, which has been and will continue to be followed. These parameters include the following:

1. There must be a Booster connection for the expense.
2. The volunteer/employee must account for the expense within 60 days.
3. The volunteer/employee must return any excess expense within 60 days.

•Donna Radlicz motioned to approve this policy.

•Susan Cozine seconded the motion.

c.) Check Writing Policy:

1. Reinstate the two(2) signers are needed on checks over \$1000.

•Joe Tuczak motioned to approve.

•Brad Wilson seconded the motion.

d.) Square Reader Policy

1. There are five square readers, one for each four members of the Executive Board and one for Kathy Spicer. At the discretion of the President, one reader may be used by the chairperson of the Apparel Committee.

•Chris D'Onofrio motioned to approve.

•Dave Keil seconded the motion.

e.) Other items:

1. 1099 will be issued for Kathy Spicer.
2. Taxes are almost done for 2015. State taxes are getting filed. There will be approximately \$400 in fees to get current.
3. Officers will review Bank Reconciliations.
4. There will be dual control over cash receipts.
5. Need packing slips or executive committee approval for items purchased.
6. Bank statements will be made available for all members.

7. 11/14/16 audit letter (performed by John Morgan and Jim Sobieski on Nov. 7th, 2016) concluded: "Overall governance by elected officers in overseeing and documenting the financial affairs of the Boosters Club for the period of review is considered acceptable."

4. Administrator's Report-Frank Mirandola

•Frank Mirandola provided updates.

John Underwood came to school and gave data on sleep, nutrition, recovery to coaches and kids.

Michelle Miller is working with District 214 to set up a new scholarship in Jeff's honor.

Two letters of intent were signed for athletes. Billy Matzek is going to throw for University of Illinois. Brooke Wilson is going to run cross country for the University of South Carolina.

The large project of fixing up the field house is not panning out.

Thinking of using the new free application called **FIREFAN** to get revenue for the Boosters.

5. Standing Committee Reports

•**Golf outing**-Prospect Booster Golf Outing in memory of former President Jeff Miller had a record number of golfers and sponsors. We made over \$11,000.

•**Apparel**-Needs help for apparel sales. Girls Cross Country agreed to help at Fandamonium. Boys Soccer and Girls Tennis agreed to team up and work the Craft Fair.

•**Boosterpalooza**-February 25th at HOME Bar, 1227 N. Rand Rd, Arlington Heights. Price for tickets was voted on and approved as \$30. That includes a pizza bar, 2 drink tickets and music by Prospect parent Ken Dix's band. Lounge Lizards will be playing at the venue starting at 9:00. Booster Representative Carol Inserra will be organizing raffle baskets. We will use Event Brite to presell the event.

•**Service**-Prospect Play It Again Locker is in place. Two flyers were provided to explain and help student leaders start this project and to explain project to the coaches.

Website-Facebook page is up. Prospect High School Athletic Boosters. We will use this page to promote the Boosterpalooza.

•**5K Memorial Day Run**-No new updates for now.

7. Sports Updates-

•**Football**- Varsity is 3-5. They are at Elk Grove on Friday. JV is 5-3. Freshman are 4-4.

•**Girls Cross Country**- 6th at IHSA Sectionals. Brooke Wilson qualified for State and finished in 5th place.

•**Girls Swimming**-Got 4th place at all levels in the Sectional meet. Gracie Dix qualified for the State meet in the 50 yard freestyle and Meghan Schmit and Maddie Malone qualified for diving.

•**Boys Cross Country**- Got 2nd at Sectionals and 7th at State. Jack Terry got 10th and posted the fastest time in Prospect history. Got 10th place at the Midwest Nike Regional. Coach Wurster was named to the Hall of Fame.

•**Girls Volleyball**-Won Regionals for the first time since 2003.

•**Girls tennis**-Varsity was 3rd in MSL East and 5th in MSL. JV was 2nd in MSL East and 3rd in MSL. Fresh/Soph team was 4th in MSL East and 6th in MSL.

•**Competitive Dance, Competitive Cheer, Wrestling** are all starting.

8. Meeting adjourned at 7:55

Attendance as follows:

SPORT

Joe Piagari	Girls Cross Country
Lorelei Cole	POMS
Becky Greising	POMS
Angela Barry	n/a
Jennifer Roman	Track and Field
Peter Roman	Track and Field
Jan Rohan	Girl's Track and Field/ Comp Cheer
Frank Mirandola	Assistant Principal
Lara Kowalski	Boys Track
Susan Cozine	Boys Cross Country
Mike Stokes	Girls Soccer
Brad Wilson	Girls Cross Country
Michael Haaning	Girls Volleyball
John Benson	Boys Volleyball
Donna Radlicz	Boys Tennis
Christine D'Onofrio	Boys Gymnastics
Julie Donzelli	
Joe Tuczak	Girl's Swimming and Diving
Mark DeCapri	Boys Baseball
	Boys Water Polo
Laura Erbe	Boys Water Polo
Denise Schmit	girls gymnastics

Heather Haeberle

girls tennis

Dave Keil

boys soccer

Suzanne Pfeiffer

secretary