



# *West Fargo Horace Hawks Boosters*

## **Booster Executive Board Meeting Minutes September 20, 2021 –Heritage Middle School**

**President Bob Christensen called the meeting to order at 7:15pm**

### **Attendees:**

Bob & Nicole Christensen, Lori & Clayton Schenck, Kim Veum, Erica Johnson, Donna Holsing, Jorgja Voegelé, Erin Walters, James LaHaise, Jennifer Mauch, Jon Donnelly, Rachel Lerum, Logan Midthun, and Andrea Duffner

### **Secretary's Report:**

- September 8, 2021, minutes were approved. Kim/Donna

### **Treasurer's Report**

- James LaHaise provided an updated financial report as of 9/21/2021. Balance: \$71,994.72  
Treasurer's report was approved. Jorgia first/Erica second  
Discussed having a separate account for concessions and having debit cards for this account. A motion was made to have a separate account with \$2,500.00 seed money for concession. Erin, Rachel, and Bob/Nichole would have debit cards. Clay first /Jorgia second, motion carried.

### **President Topics:**

- **Board Decisions and voting:**  
Majority vote would be needed for regular items and a unanimous vote is needed for large items or anything \$5000.00 or more. A vote can be made via email. It must be a separate email thread, no large item votes, majority rules. The vote has a one-week deadline, and you can vote via email. Kim will check into using Google Forms for a voting platform.  
**Fund Requests:**  
Jon is working on an updated request form. The form will be on the Hawks Booster website. Requests will be sent to Bob and Logan. Fund requests need to be in two weeks before each Booster Meeting. We want to make sure the requests are auditable, are fair between all groups (sports, academic, arts, etc.) and to make sure of the equality between Heritage Middle School and Horace High School. Nicole asked the board to research other booster clubs to see how they distribute their funds. We talked about giving seed money to the different groups or just taking straight requests. Bob and Nicole will get a list of groups and participation numbers. It was discussed to start receiving general requests.  
**Meeting times:**  
Executive Board will meet every month. The general booster meeting will be every other month and will be before the Executive Board meeting. The general meeting topics will include fund requests, treasurer's report, and the committee reports.

### **Committee Reports:**

- **Communication/Social Media - Jorgia Voegelé**  
Jorgia is going to keep on promoting the Booster club on all social media platforms. She has been asked about an online store for Hawk gear. Kim will check into that.

- **Membership** – Erica Johnson/Ann Rockswold

We are still getting new memberships. Some people have not gotten their swag yet. Erica/Ann will have it available before the booster meetings. The activity passes have been sent to the Corporate Sponsors. To drum up some more memberships a QR code will be placed at our concession areas. The Hawks blankets have been shipped.

- **Fundraising/Corporate Sponsorship** – Donna Holsing/Jennifer Mauch

Sponsors committed so far:

1. Marquee: 3 spots available
2. Football: 2 spots available
3. Baseball: 4 spots available
4. Softball: 4 spots available

We need more sponsors, if you have any business names and contacts, please forward to Jen and Donna. We will need to have the Horace Lions marquee sign made and installed. Donna will reach out to Traditions to see if we could have Booster social there after our last football game.

- **Concessions** – Erin Walters/Rachel Lerum

The concessions so far have been a great success. We are working out the quirks, what sells, what doesn't, pricing, etc. We have had two football games and one volleyball game. Right now, we have Coke products with Pepsi in the future. Heritage is letting us keep our popcorn popper and supplies at the school. It was requested that we have keys for room 109. Logan will get those for us. We will get a locked storage cabinet in there for our supplies. Two large coolers have been ordered for Heritage for beverages. We will just need to get ice before events. Erin/ Rachel will reach out to orchestra to see if they would like to sell their candy bars at the concession stands. Erin asked that a blanket be given to the custodian for helping us out. He is on the "blanket" list.

- **Spirit** - Kim Veum

Kim took an inventory of the t-shirts we got for the back-to-school event, and we gave out 654 shirts out of 777 ordered. 84% completion. There were 126 t-shirts sold at the football and volleyball games. Kim will order 30 more XS, S and XL t-shirts. We asked Logan to check into the legalities of using of a t-shirt launcher or for throwing anything into the stands. Discussed getting good luck goodie bags for athletes that go to state. School is planning on having a walk thru and for local fire, sheriff, and others to have a sendoff for athletes going to state. Bob and Erica are looking into pricing for permanent game day signs. Kim checked with the City of Horace regarding 50/50 raffles. It is a simple process to apply for a permit.

### **Old Business:**

NA

### **New Business:**

NA

Meeting adjourned at 9:01 pm. Clay made a motion to adjourn. Kim second, motion approved.

**Next Executive Board Meeting** – October 7, 2001, 6:30 p.m. at Heritage Middle School. Executive Board meeting to follow.