



Board Meeting Minutes

Monday, May 6th, 2024
6:30 p.m.
WFHS Room 112C



- I. **Call to Order.** In attendance: Steph Lauritsen, Allison Witt-Mahar, Heather Morris, Lisa Skari, Angie Scoville, Dan and Jill VanWinkle, Andy and Ashley Bakkegard, Jennie Bigalke, Matt and Kristen Larsen, Jamie Aasen, Josi Schultz, Arin Johnson, and Kim Matteson. Guests: Kristen Scholand, Shannon Bergee, Amanda Geiger, and Sarah Johnson.
- II. **Presentation of Requests**
 - **Mary Gorman - Theatre Banquet Funding.** Represents theater and drama depts.
- III. **Introduction of Guests**
 - **Prospective new board members**
 - i. Shannon Bergee
 - ii. Amanda Geiger
 - iii. Penny Hoppe (not present, attended previous meeting)
 - iv. Kristen Scholand
- IV. **Approval of April 2024 Meeting Minutes**

Josi motions to approve, Matt seconds. Motion approved.
- V. **Treasurer's Report: Andy and Ashley Bakkegard.** Dan motions to approve, Heather seconds. Motion approved.
- VI. **Activities Department Update: Justin Behm – no update provided.**
- VII. **Committee Reports/Updates:**

Membership: Chairs: Angie, Randy, Heather, Jennie, Kristen, Jill & Arin

- Update Fall Membership Items:

Activity passes in membership levels has previously been discussed as other schools do this. Angie found out that Sheyenne has a sponsor for their activity passes to help defray costs. Can we find a sponsor as well? Something to consider for future years, not this fall though. Activity passes would be included in a top tier membership level, not for all levels.

Seat cushions and ponchos are still available to reuse for next year's membership items. We will need to order new decals.

Beach towel or the poncho in one level (along with other small items).

Seat cushion along with a beach towel or poncho in another membership level.

Doormat and backpack cooler in the top level.

Order more yard signs? Design to be determined.

Look into the stadium chairs with backs as an option. Not the ones with the metal frame, the lighter weight chairs, similar to what Horace has.

Possible spring inventory sale - what items would be on the sale and when would we have the sale?

Consensus was to not do the sale since most of the items are being reused for membership levels in the fall.

Concessions: Chairs: Dawn, Joyal, Josie

- Update on transition over the summer:
There will be a separate Packer Backer account for concessions. Dawn will have a debit card to pay for items. The district will give us some starter money (our money) to get us going this fall. July 1, 2024 we will officially take over concessions. How are we going to be looking at our concession sales – are we in it to make money or to just break even? That goal needs to be evaluated further. Tracking of sales and funds should be more transparent for us once this new system starts.

Advertising: Chairs: Lisa, Dan, Matt & Anna

- Lisa has a sponsorship list for us to review and see if there's anyone else for them to contact. The letters will go out in June. Email Lisa if you have corporate sponsors for her to contact.
- The grill and utility vehicle advertising will be included in the sponsorship mailings.

Information: Chair: Kim, Chris, & Jamie

- Social Media
- Website. Josie and Joyal will start to help with the website. Steph has currently been the person updating the website.

Technology and Maintenance: Chair: Dan, Joyal, Arin

- No update.

VIII. Old Business/Recap:

IX. New Business:

- Outgoing Board Members
 - i. Larsen's
 - ii. Aasen's
- Outgoing President – Allison

- Concessions Finance Manager. This position will pay \$200/month for 10 months for Sarah. It was proposed to pay Sarah and Dawn for the month of July (this year only due to the transition to the Packer Backers and the front-end work involved). Dawn and Sarah would not be employees of the PB, they will receive a 1099. We need to emphasize the need for clubs and athletic groups to work concessions to earn money for their organizations prior to requesting money from us, PB can send out a notice for that.
 - Josi motions to pay \$500 each to Sarah and Dawn in July, Angie seconds. Motion approved.
 - Josi motions to hire Sarah for \$200/month (re-evaluate the pay & hours as needed due to the new position). Lisa seconds. Motion approved. Heather opposes.
- New Members:
 - Steph passed out the Bylaws to the board. With 2 families leaving (Kristen Larsen decided to remain on the board for one more year), 4 families are interested in joining the board. Do we amend the Bylaws to allow more families? Heather motions to remove the maximum number of board members, Jamie seconds. Motion approved.
 - Vote on new members: renew Kristen Larsen and Angie Scoville's membership for 1 year. Lisa motions, Dan seconds. Motion passed.
 - Josi motions to approve all proposed board members, Kristen seconds. Motion approved.
- Committees & Assignments for 2024-2025.
 - Still need a VP.
 - Steph proposed to add a special events committee for socials, tail gating, athlete signing days, etc. We will need a chair for that committee-Josi has volunteered.
- Flame Award Nominations. Kristen will figure out the description for the award. It was proposed to have the school staff nominate people for this award.
 - Possibly revise the name of this award to distinguish it for our school.
 - Award date/location to be determined based on what is fitting for the recipient (i.e. at an event that they teach, during the school day, etc.)

X. Calendar Reminders:

- Next Board Meeting Monday, August 5th, 2024

XI. Adjourn. Jamie moves to adjourn, Dan seconds. Motion approved.

XII. Follow-up to the Meeting Minutes: In an email vote, the theatre banquet funding request did not pass. There was also a request from Rachel Bachmeier (who was not able to attend the meeting) for \$2,000 to purchase t-shirts for incoming freshman and new students for the '24-'25 and '25-'26 school years. This request was approved.