



Transparency

Engagement

Outreach

Legacy



MONTHLY MEMBERS MEETING

The purpose of the Club is to support and promote academics, arts, activities and athletics by engaging in activities that generate funds or resources for items and support for the acquisitions, maintenance, and/or operation of any student program. The Club will give fair and equitable consideration to all Graham Kapowsin High School (GKHS) sanctioned clubs, sports, activities and programs.

November 5, 2025





AGENDA & ATTENDANCE

DID YOU KNOW?

A **quorum** is required to conduct official Booster Club business!

For general membership meetings, at **least 10 current members** must be present..

Call to Order

Approval of
Minutes

Treasurer's
Report

President's
Report

Committee
Reports

Administration
Update

Business
Old & New

Announcements
& Reminders



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APPROVAL OF MINUTES

For legal reasons we need to approve the previous months minutes

Secretary will provide them. Discussion may happen

A quorum is required to approve the minutes



Booster School Meeting

1 Oct 2025

Board Attendance:

Amber Hornbeck
John Finkbiner
Amanda Oboy
Diego Pesantez

In Person attendance:

Noel Witting- Non Member/Cheer
Shane Johnson- Member/JROTC
Sofia Cardoza- Non Member/Choir
Jayden Driscoll- Non Member/Choir
Kevin Zamira- Non Member/Admin
Jena Slater- Member/Parent

Online Attendance:

Shannon
Melissa

³ Rachel Bailey- Member/Basketball
Shilah Coleman-Member/Band & Parent
Mike Stallman- Member/Staff
Elese Tolson- Member/Girls Basketball

Meeting called to order at 6:31pm

-Amber Covered agenda for the meeting
-Amanda Oboy motion to approve last meeting's minutes and the covered topics. Motion was second by John Finkbiner.

-Choir presented their fundraiser request. This was done by two students. They provided two separate and clear details for the fundraiser events. They had clear start and end times as well as making sure that they didn't overlap with each other. Amber motion to approve both fundraisers & Amanda second the motion. All in favor

-Girls basketball coach presented fundraiser request. The plan is to talk to business in the area to sponsor. This would allow for business to have their logos printed in the team players shirts and be advertised during games. Sponsorship consists of different levels depending on the dollar amount donated. This would have to be submitted by 21 Nov. Amber motioned to pass the fundraiser, John second motion. All in favor.

-John Covered treasure report and current budget
-School Principal covered upcoming school events
- Amber Motion to approve VIC Grant, motion was second Amanda Oboy
- Floor Opened for questions

Meeting Adjourned at 7:15pm



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TREASURERS REPORT

Income:

\$3,472.00

Expenses:

\$4,043.98

Bank of America:

\$109,285.64

Greater Fund Balance:
\$53,567.13

PayPal Accounts:

- Gmail-linked: \$7,702.21
- Hotmail-linked: \$0.00

System & Platform Updates

- **Paypal Usage:** We have transferred invoicing onto our GoDaddy account effective 11/1
- We added the option to include tips for merchandise sales increasing income by almost \$500.00 within the first two months. Would like to set expectations that this money be earmarked for scholarships.

Administrative Updates & Outstanding Items

- Auditing of Baseball resulted in a finding of a missed check creating a 500.00 discrepancy, after review the check was identified and properly deposited. Ownership of fundraising money processing is being transferred to the treasurer as a single threaded owner preventing issues moving forward.
- Reaching out to our Washington State Booster Club rep for support in tax prep and auditing. Have been issued a reprieve until Jun 1 2026.

Other Key Updates

Pending Item: 4,000 check from BEST Scholarship is still outstanding. Our contact is reaching out to the scholarship owners and has said to expect it to be processed soon..

Tax preparation: Delays exist due to extreme costs from originally identified company. Upwards of \$11,000 quote to audit and provide tax document support.

July Statement of Financial Position

01-General Fund	42,765.89
Art	25
Atheletic Department	311.55
Band	19.09
Baseball	892.53
Basketball - Boys	165.03
Basketball - Girls	337.45
Boom Squad	9.56
Bowling	24.26
Cheerleading	12,357.01
Choir	1,173.82
Cross Country	158.59
Dance Team	0
DECA	115
Fastpitch	7,612.84
Flag Football - Girls	654.61
Football	1,325.96
Golf - Boys	373.09
Golf - Girls	623.47
JROTC	18,185.67
Lacrosse - Girls	1,091.23
Leadership	940.18
Mi Gente Latino Club	907.68
Orchestra	841.95

Renaissance	239.83
Robotics	473.82
Soccer - Boys	3,937.27
Soccer-Boys & Girls	0
Soccer - Girls	5,675.18
Spanish Club	19.93
Sports Medicine	0
Swim - Girls	564.04
Teachers & Staff	365.99
Tennis - Boys	0
Tennis - Girls	0
Track	4,455.44
Unify One	3,405.35
Volleyball	20
Wrestling - Boys	431.89
Wrestling - Girls	-21.19
Total for Bank of America	\$109,285.64



PRESIDENT'S REPORT

DID YOU KNOW?

Team funds deposited into the Booster Club account are tracked as "**encumbered funds**" for each group.

Deposits:

Must include a completed cash count sheet.

Records:

Each team must keep their own bookkeeping.

Spending:

Requires a completed check request form.

Participation:

Teams with funds **must** have a member attend Booster meetings.



Board Email Updates

- Executive Board emails are now assigned to the club, ensuring continuity and manageable communication.
- Please ensure that all booster conversations are directed to the booster emails so that we have track for records

Bylaws Review

- COVID-era adjustments are discontinued.
- The Booster Club will return to **pre-COVID bylaws** for consistency, transparency, and equitable support.
- **Bylaws:**
 - **Article I, Section 1.03 – Objectives:** Inclusive membership, school spirit, financial support, event assistance, community involvement.
 - **Article VI, Section 6.02 – Quorum:** 10 or more current members required.
 - **Article VII, Section 7.03(b) – Allocation of Funds:** Requests reviewed at first meeting after submission; requesting party must attend.
 - **Article VIII, Section 8.02(b) – Finances:** Each member organization must maintain complete bookkeeping records.
 - **Article VIII, Section 8.02(d) – Meeting Participation:** Organizations strongly encouraged to attend each general membership meeting.

Membership Cards & Engagement

- To strengthen community and spirit, **membership cards** have been created.
- Small giveaways encouraged engagement and helped attendees learn more about what we do.
- Cards will be distributed at Booster meetings (unless otherwise announced).
- Add your name to the google form get your card today

Late night Conferences

- Great attendance
- Lots of conversations and some sales

December Meeting Change

- Original date conflicts with family and board member obligations.
- Meeting will be moved to Thursday, December 4th.

Go Daddy POS

- Transition has not been as smooth as hoped
- We do have POS tracking however website doesn't have the tech to have the website talk to the POS they are working on that integration now

Fundraising Guidelines Update

Bylaw Reference: Article VII, Section 7.04(b)

"Specific guidelines and/or procedures for fundraising will be established and modified as required by the board."

- Updated guidelines for **2025–2026 school year:**
- All fundraising activities using the Booster Club's nonprofit (NPO) status and/or EIN will be considered **formal requests for funds**.
- These requests will follow Article VII, Section 7.03(b): reviewed at a general membership meeting, with a representative present for discussion.
- **End dates will be required for all fundraisers** to ensure teams are not competing for the same donors.
- Ensures **documentation, accountability, and nonprofit compliance**.
- Several teams have reached out to learn about fundraisers.
- We are guiding teams on how we would like them to present their proposals and requests.

Merchandise Sales Opportunities

- Looking for volunteers to sell at winter sports.

How can we Help?

- Looking for someone(s) who are interested in taking on a more active role
- Fundraising for Booster?

Misc call outs

- Winter Sports starting
- We finally got control of Facebook
-



CHAIR & COMMITTEE REPORTS

- ▶ Standing Committees keep the Booster Club running year-round.
- ▶ Chairs are appointed by the President and approved by the Board.
- ▶ The Membership Committee manages member info, dues, and recruiting.
- ▶ Chairs can build a team and must keep records for their successor.
- ▶ We're looking for help in Social Media, Fundraising, Merchandise, and more.



Membership Report



Fundraising & Merchandise Report



Social Media Report



Historian Report



Nominations & Scholarship Report

Membership Report

- **Working with Jena Slater and Jaquelyne LaBerteaux**
- **Workload:** Light most of year, but constant
- **Process:**
 - Google Form created for member info (reduces manual entry).
 - Exploring portal integration for long-term accuracy.
- **Outreach:**
 - Chairs to attend new parent meetings for sports/clubs.
 - Work with clubs/sports to determine needs.
- **Membership Cards:**
 - Encourage ownership & belonging.
 - Small themed gifts at varsity games when card is presented.
 - Seeking more incentive ideas.
- **Chair Duties:**
 - Recruit, renew, retain members.
 - Maintain accurate membership list.
 - Distribute cards/benefits.
 - Promote at events with Communications Chair.
 - Provide regular updates to board/members.
 - Ensure confidentiality of member info.
 - Send welcome emails to new members.

Scholarship Report

- **Talked with Mike Stallman he agreed to guide**
- **Chairs Still Needed:** 3-5 members
- **Workload:** light most of the year, busy in spring
- **Responsibilities:**
 - Work with BEST scholarship & school counselors.
 - Review applications fairly.
 - Promote opportunities.
 - Present awards at ceremonies.

Fundraising Report

- **Chair Still Needed:** 1 position (training available).
- **Process:**
 - Streamlined & automated, but time-intensive.
 - Must coordinate with ASB to avoid overlap.
 - Clear start/end dates required.
- **Responsibilities:**
 - Coordinate with reps/volunteers/board.
 - Track deadlines & prevent overlap.
 - Recruit/organize volunteers.
 - Evaluate past fundraisers & suggest improvements.
 - Promote opportunities/results (with Social Media Chair).
- **New Requirement:**
 - All fundraisers must be presented at a meeting (after online submission, before start date).
 - Presentations can be given by reps; students encouraged to co-present.
- **Current Fundraiser:**
 - Cheer boxes ending 10/31
 - Still looking for sponsors
 - Jrotc corrected communication error
 - Worked fair and raised over 10K
 - Baseball banners ending 11/20
 - Looking for 2 sponsorship banners
- **Policy Reminder:**
 - Non-compliance with new guidelines = funds become ASB as per the guidelines if improper signage or handling all fundraisers default to ASB

Social Media Report

- **Working with Shelah Coleman.**
- **Open to more who are intrested**
- **Responsibilities:**
 - Manage & update accounts.
 - Promote events, fundraisers, accomplishments.
 - Share accurate info with board/chairs.
 - Ensure all content follows guidelines.
 - Monitor engagement & respond as needed.

Merchandise Report

- **Chair Still Needed:** 1 position
- **Process:**
 - Coordinate design, ordering, and sales of booster merchandise/spiritwear.
 - Manage vendor relationships, pricing, and inventory.
 - Set up & oversee spiritwear sales at school events and online platforms.
 - Maintain accurate sales/expense records (work with Treasurer).
 - Promote merchandise through school & booster communication channels.
 - Maintain stock levels and recommend new products based on interest.
- **Issue:** ASB selling items historically sold by Boosters (working with admin for resolution).
 - We have worked with Admin and think we have a path forward that will prevent any more confusion.
- **Updates:**
 - New crewneck design to roll out, new order will be here 10/17
 - POS system still working with go daddy support
 - We have less than 35 sweaters in total and have a home game this week.
 - Also will reach out to soccer to support them after 10/17 also maybe a JV football game if there is one.

Historian Report

- **New Role:** Shannon accepted historian position after outreach to founding members.
- **Purpose:** Provide historical knowledge, ensure alignment with original club intent.
- **Responsibilities:**
 - Maintain records of activities, events, achievements.
 - Collect photos, flyers, programs, documentation.
 - Create organized archive (digital/physical).
 - Assist with end-of-year highlights report/presentation.
 - Preserve history/traditions for future members.

Nominations Report

- **Committee Still Needed:** At least 3 members (every Spring)
- **Responsibilities:**
 - Present slate of officer nominees (who have agreed to serve).
 - Accept nominations from floor at voting meeting.
 - Oversee election process, ensuring bylaws & policies followed.
 - Recruit & present qualified candidates.
 - Provide transparent communication on openings/timelines.
 - Maintain confidentiality & impartiality.



GKHS Booster Club 

Volunteers needed

Supporting GKHS Academics, Arts, Activities and Athletics

Join our booster club leadership team.
We're looking for *passionate, committed parents and community members* to help us make a difference at GKHS

If you're ready to get involved, build community and support our amazing students - *WE NEED YOU*

OPEN VOLUNTEER CHAIR POSITIONS:

 Membership Chair Help grow and manage our membership. Organize membership drives and promote benefits of the membership.	 Volunteer Manager Chair Coordinate and support the amazing volunteers who make everything happen.	 Fundraiser Chair Ensure all fundraising efforts align with the club's mission and GKHS guidelines. Communicate with ASB and clubs on going and planned events.
 Alumni Chair Build and maintain a database of GKHS alumni. Engage alumni through newsletters, social media, and special events.	 Communications Chair Draft and distribute regular newsletters and email updates to members and the community. Work closely with the social media and membership chairs.	 Scholarships Committee Review applications in a fair and confidential manner.
 Social Media Chair Manage and grow the booster club's presence on social media platforms. Highlight student achievements, alumni spotlights, and school news.	 Nominations Committee Oversee the annual nomination and election process for board positions. Solicit and vet candidates for upcoming openings.	 Community Engagement Chair Coordinate community participation in booster events. Promote GKHS achievements and work with the school social worker to get the schools needs to the broader community.

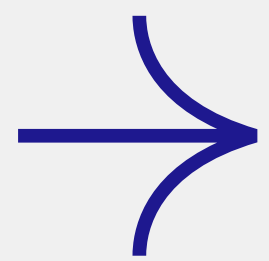
Ready to volunteer or learn more?

 GKHSBooster@gmail.com  gkbooster.org  facebook.com/GKBoosterClub  Instagram.com/gkhsbooster/



ADMINISTRATION REPORT

The Administration Report is a brief update from the Principal or Athletic Director. It covers important school news, athletic updates, upcoming events, and any needs or requests for Booster Club support.



Principal

Call Outs

- Gratitude and Wins
- Staff Culture and Climate
- Academic and Attendance Focus

Upcoming dates

-

Athletic Director

Fall Sports Highlights

- **Boys Tennis** – Qualified for West Central Districts
- **Girls Golf** – Qualified for Districts (Spring Season)
- **Football** – Hosting Playoff Games
 - November 8
 - November 15
- **Volleyball** – Competing in West Central Districts
 - November 14-15
 - Hosted at GKHS, Frontier, and Bethel
- **Girls Swimming** – Qualified one individual swimmer and relay teams for Districts



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OLD & NEW BUSINESS



Old Business refers to topics that were previously discussed in past meetings and still need to be addressed or completed. This can include updates on fundraisers, pending purchases, or unfinished tasks that were tabled for later discussion.

New Business includes any new topics, ideas, or proposals being introduced for the first time. This might involve planning upcoming events, reviewing new budget requests, or discussing new opportunities for the club.

OLD BUSINESS

Fundraisers

- Choir
- Girls Basketball

Grants

- VIE

NEW BUSINESS

Fundraisers

- Looking to support Cheerleading competition as a booster club fundraiser to raise money for a new tent.
- Other Booster Club focused fundraising ideas?
- Choir Fundraiser starting soon.

Merchandise

- Increased costs requires us to raise merchandise prices, we will be raising prices soon.
- GoDaddy restrictions limit online merchandise matching POS.
- New Crewneck rolled out.

Facebook

We have regained admin control for Facebook so we can now actually support our social media volunteers.

OPEN FLOOR





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ANNOUNCEMENTS & REMINDERS

Quick updates that highlight upcoming events, deadlines, volunteer needs, and any important information members should remember or act on.



Volunteers for hustling merchandise & chair and committee positions

Make sure to subscribe to our calendar for all events

Feedback from any and all information provided to better our service to you and the school



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MEETING ADJOURNED

Thank you, see you at the next meeting!

December 4th

January 7th

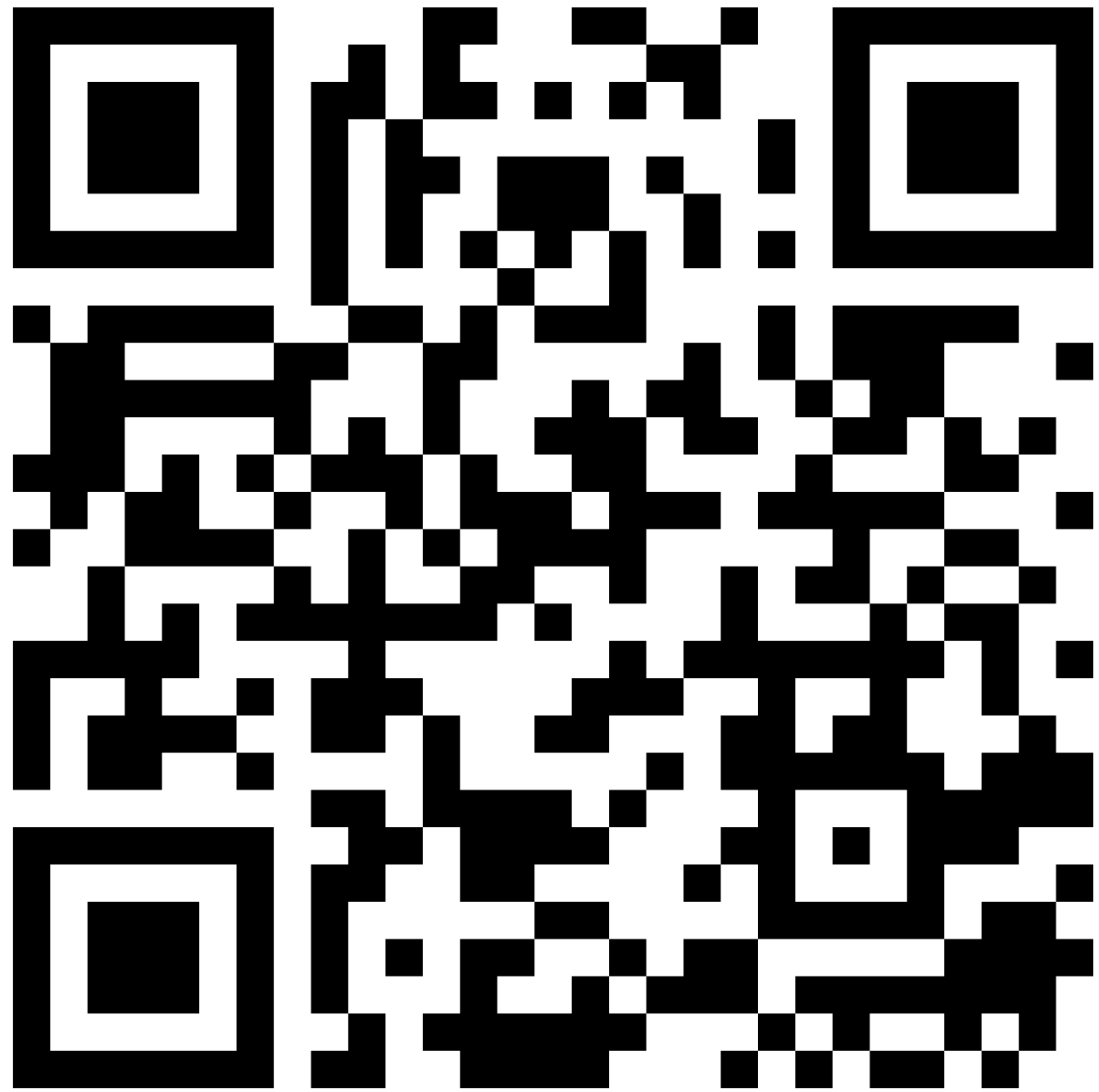
February 4th

March 4th

April 1st



Membership Form



Meeting Survey



APPENDIX

Page 1 - Merchandise inventory count

Page 1 - Merchandise inventory count

Row Labels	Sum of QTY		
TRUE	604	White;Medium	10
Crop Sweater (lululemon scuba dupe)	12	White;Small	4
Large	4	White;XL	9
Medium	7	XL;Black Wavy	6
Small	1	XL;Light Grey	7
Embroidered Crewneck	57	XL;Neon Orange	6
2XL	6	GK Long Sleeve Tee-Shirts	34
Large	20	2 X-Large;Blue	7
Medium	12	2 X-Large;Orange	5
Small	12	Medium;Black	1
XLarge	7	Small;Black	6
GK Hoodies	212	Small;Blue	3
2XL;Black Wavy	2	Small;Orange	6
2XL;Light Grey	7	X-Large;Black	1
2XL;Neon Orange	5	X-Large;Blue	5
3XL;Neon Orange	3	GK Tee-shirt	102
4XL;Light Grey	2	2X- Large;Eagles, Eagles, Eagles;White	17
4XL;Neon Orange	1	2X- Large;Graham Kapowsin Eagles;Blue	6
Black;2XL	9	Graham Kapowsin Eagles;4X- Large;Blue	4
Black;3XL	2	Large;Eagles, Eagles, Eagles;White	14
Black;4XL	2	Large;Graham Kapowsin Eagles;Blue	10
Black;Large	11	Medium;Eagles, Eagles, Eagles;White	10
Black;Medium	6	Medium;Graham Kapowsin Eagles;Blue	4
Black;Small	6	Small;Eagles, Eagles, Eagles;White	10
Black;XL	8	Small;Graham Kapowsin Eagles;Blue	11
Blue;2XL	0	X-Large;Eagles, Eagles, Eagles;White	13
Blue;3XL	2	X-Large;Graham Kapowsin Eagles;Blue	3
Blue;4XL	1	Joggers	115
Blue;Large	8	Black;2 XLarge	14
Blue;Medium	8	Black;3 XLarge	3
Blue;Small	9	Black;Large	14
Blue;XL	15	Black;Medium	6
Dark Grey;Small	8	Black;Small	8
Large;Light Grey	8	Black;XLarge	10
Large;Neon Orange	11	Dark Grey;2 XLarge	10
Medium;Light Grey	3	Dark Grey;3 XLarge	2
Medium;Neon Orange	9	Dark Grey;Large	12
Small;Black Wavy	1	Dark Grey;Medium	12
Small;Neon Orange	9	Dark Grey;Small	11
White;2XL	8	Dark Grey;XLarge	13
White;3XL	2	Stadium Bag 12x12x6	47
White;4XL	0	Logo	45
White;Large	4	Without Logo	2
		Tumbler with handle (stanley dupe)	22
		Black	9
		Blue	1
		Orange	1
		White	11
		Tumblers	3
		White;Block	2
		White;Script	1
		Grand Total	604