



Transparency

Engagement

Outreach

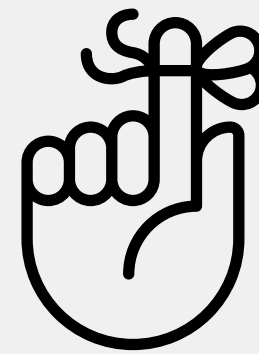
Legacy



# 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.

March 4, 2026



TO  
SIGN IN





Transparency

Engagement

Outreach

Legacy



# AGENDA & ATTENDANCE

**Call to Order**

**Approval of  
Minutes**

**Treasurer's  
Report**

**President's  
Report**

**Committee  
Reports**

**Administration  
Update**

**Business  
Old & New**

**Announcements  
& Reminders**



Transparency

Engagement

Outreach

Legacy



# 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



# Members Meeting Minutes

## Feb 4, 2025 | 6:38 –7:29 PM

### Call to Order

- Meeting called to order at 6:38 PM

### Board Attendance

- Amber— President
- John — Treasurer
- Diego — Secretary

### Member Attendance

- Natasha Mason
- Rachel Bailey
- David Baker(online)
- Crystal Brown
- Cheryl Bakke(online)
- Mike Stallman
- Ana Laura(online)
- Jenna Stalker(online)
- Kasen Hornbeck
- Sara Harris
- Shannon (Online)

### Discussion Items

Amber presented last months meeting notes for approval

John motion to approve and Mike Second motion

All members voted for approval

John Covered Financial Statements / Reports

- Covered Gracier Fund Balance

- Systems & Plataforms needing to develop / POS Training

#### -Administrative updates

Amber covered Presidents report

- Reminded about members attendance

- Covered volunteer opportunities

- Covered Fundraising guidelines

- Covered Noise from morning announcements

- Covered Levy information and explained the importance for Bethel District

Covered positions we have open on the booster board panel.

### Grants Requests Presented

- Natasha Mason presented a grant request to cover taking Physics Students to s physics event. Requesting \$1,700. This would cover 4 buses.

- Submitting for approval during March Meeting,

Team Mom presented fundraising request for basketball Boys. Requesting booster to support with no more than \$250 to cover drinks and snacks for playo\_ events. Will not exceed \$300.

- Advised to work with ASB

-- All in Favor and approved.

### Old and New Business.

- Requesting volunteers to help conduct an internal audit

- Request to make decision on the what will be the amount given for the booster scholarship.

Meeting Adjourned at 7:29pm



**Transparency**

Engagement

Outreach

Legacy



# TREASURERS REPORT

Income:

**\$4,000.00**

Expenses:

**\$4,701.98**

Bank of America:

**\$117,420.28**

# Greater Fund Balance:

\$54,339.37

## Audit Underway

- Audit of 2024/2025 finances is currently underway. As this is being volunteer lead I am waiting until mid March to reach out for an update.

## Administrative Updates & Outstanding Items

- Processing reimbursement requests this week to be caught up to date by 3/6/2026 Please reach out to [treasurer@gkbooster.org](mailto:treasurer@gkbooster.org) with any concerns or questions.
- Will reach out to Greater Fund to understand decision to limit payout to \$2,000 for scholarships this year with total \$7,157.10 annual increase.

## Other Key Updates

Looking for a tax preparer for 2025/2026 taxes.  
Accepting any suggestions

# February Statement of Financial Position

|                       |           |                     |          |
|-----------------------|-----------|---------------------|----------|
| ▼ Bank of America     | \$0.00    | Orchestra           | 841.95   |
| 01-General Fund       | 42,073.62 | Renaissance         | 239.83   |
| Art                   | 25.00     | Robotics            | 473.82   |
| Atheletic Department  | 311.55    | Soccer - Boys       | 3,937.27 |
| Band                  | 19.09     | Soccer-Boys & Girls | 0.00     |
| Baseball              | 6,613.35  | Soccer - Girls      | 5,675.18 |
| Basketball - Boys     | 165.03    | Spanish Club        | 19.93    |
| Basketball - Girls    | 89.46     | Sports Medicine     | 0.00     |
| Boom Squad            | 9.56      | Swim - Girls        | 564.04   |
| Bowling               | 24.26     | Teachers & Staff    | 79.86    |
| Cheerleading          | 8,977.65  | Tennis - Boys       | 0.00     |
| Choir                 | 3,813.69  | Tennis - Girls      | 0.00     |
| Cross Country         | 158.59    | Track               | 4,455.44 |
| Dance Team            | 0.00      | Unify One           | 3,405.35 |
| DECA                  | 115.00    | Volleyball          | 20.00    |
| Fastpitch             | 7,612.84  | Wrestling - Boys    | 431.89   |
| Flag Football - Girls | 5,192.27  | Wrestling - Girls   | -21.19   |
| Football              | 1,325.96  |                     |          |
| GK Elite Basketball   | -782.20   |                     |          |
| Golf - Boys           | 373.09    |                     |          |
| Golf - Girls          | 623.47    |                     |          |
| JROTC                 | 17,905.36 |                     |          |
| Lacrosse - Girls      | 1,091.23  |                     |          |
| Leadership            | 651.36    |                     |          |
| Mi Gente Latino Club  | 907.68    |                     |          |



# 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.



# Program Attendance Reminder

- Our bylaws require 10 members present to conduct business — we haven't been meeting quorum.
- Every program must have one representative at each general meeting (Bylaws 8.02d).
  - **Missing one month is fine — we're looking for overall consistency.**
- Attendance is required to stay active and to access Booster funds.
- We only ask for 1 hour per month. Reps can join in person or online.
- Booster works on give + take. We can't continue supporting programs without consistent participation.
- 3 meetings left this year. Please line up your program reps or plan to attend.

## Volunteer Opportunities & Fundraiser Support

- We're looking for individuals who want to take on a more active role within the Booster Club.
- We also need support with:
- Fundraisers to help purchase a new pop-up tent for spring
- Volunteer to help sell merch during the spring sports, our goal is 1 time per week.
- Possible fundraiser ideas:
  - Paint Night
  - Line Dancing Class
  - Cookie-Making Class
  - Date Night Fundraiser (kids' drop-off event)
- Anyone with connections for these events is welcome to reach out.
- If you're interested or have suggestions, we'd love to hear from you.
- **We need chair members for the booster to continue, while clubs and sports have great internal help the booster its self is struggling.**

## 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.

## SMS reminders!

- Text GKHSBC to 84576

## 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.

## Notes from Morning announcements

- **March 11:** Early dismissal; end of 2nd trimester
- **March 12:** First day of 3rd trimester
- **March 13:** Make-up school day due to power outage
- **March 18:** ACT exam offered for juniors/seniors needing competency credit (contact Mrs. Arias Lopez)
- Spring sports started March 2
- Drama Club: Spring play auditions Murder's in the Heir – March 3–4 after school in the auditorium
- College Visits: University of Alaska Fairbanks info session March 5 at 1 PM in the Career Center
- Powerlifting Club: Wednesdays 3:30–4:30 PM in the weight room; open to all skill levels
- **BEST Scholarship applications close March 4 (profiles must be 90% complete and matched to scholarships)**
- Senior timeline:
  - May 1 Decision Day Assembly
  - May 18 Prom tickets on sale
  - May 26 Graduation tickets on sale
  - June 4 Senior checkout
  - June 5 Senior breakfast & graduation rehearsal
  - June 6 Senior prom
  - June 8 Graduation at Tacoma Dome



# 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

- **Chair Still Needed: 1-2 position (training available).**
- **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.
- **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

- **Chair Still Needed: 1-2 position (training available).**
- **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:

|   |  |  |
|---|--|--|
|  <b>Membership Chair</b><br>Help grow and manage our membership. Organize membership drives and promote benefits of the membership                                       |  <b>Volunteer Manager Chair</b><br>Coordinate and support the amazing volunteers who make everything happen.  |  <b>Fundraiser Chair</b><br>Ensure all fundraising efforts align with the club's mission and GKHS guidelines. Communicate with ASB and clubs on going and planned events  |
|  <b>Alumni Chair</b><br>Build and maintain a database of GKHS alumni. Engage alumni through newsletters, social media, and special events.                               |  <b>Communications Chair</b><br>Draft and distribute regular newsletters and email updates to members and the community. Work closely with the social media and membership chairs |  <b>Scholarships Committee</b><br>Review applications in a fair and confidential manner.  |
|  <b>Social Media Chair</b><br>Manage and grow the booster club's presence on social media platforms. Highlight student achievements, alumni spotlights, and school news. |  <b>Nominations Committee</b><br>Oversee the annual nomination and election process for board positions. Solicit and vet candidates for upcoming openings.                        |  <b>Community Engagement Chair</b><br>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](mailto:GKHSBooster@gmail.com)  [gkbooster.org](http://gkbooster.org)  [facebook.com/GKBoosterClub](https://facebook.com/GKBoosterClub)  [Instagram.com/gkhsbooster/](https://Instagram.com/gkhsbooster/)

# Chairs Needed – Immediate

We are currently seeking volunteers for the following required chair positions:

- Fundraiser Chair
- Membership Chair
- Nominations Committee

These roles must be filled for the Booster Club to remain operational.

We need go-getters, people who bring ideas, take initiative, and lead without waiting for direction.

While we appreciate the work teams are doing to support themselves, team-level help does not sustain the Booster Club. The Booster Club stays afloat only when members step up and actively lead.

If you are willing to take ownership and help keep the Booster Club running, we need you now.

# 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 school's needs to the broader community.

Ready to volunteer or learn more?



[GKHSBooster@gmail.com](mailto:GKHSBooster@gmail.com)



[gkbooster.org](http://gkbooster.org)



[facebook.com/GKBoosterClub](https://facebook.com/GKBoosterClub)



[Instagram.com/gkhsbooster/](https://Instagram.com/gkhsbooster/)



Transparency

Engagement

**Outreach**

Legacy

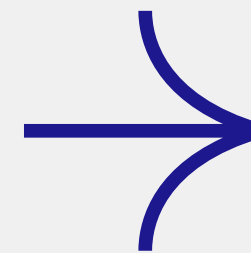


Principal

# ADMINISTRATION REPORT

Athletic Director

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.





Transparency

**Engagement**

Outreach

Legacy



# GRANT REQUESTS

**Class of 2026**



Transparency

**Engagement**

Outreach

Legacy



# 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

## Full Financial Audit

- In process now

## Sponsorships for Sports

- We are waiting for update from Bryan on requirements.

## Merchandise Sales & Event Coverage

- Chat about on how best to have volunteers sign up (sign up genius, text, website, ect)

# NEW BUSINESS

## Membership Growth for the 2026 Year

- Encourage each member to bring one new person to a meeting or event to increase active membership for the full 2026 year.
- Promote sign-ups at events and on social media.

## Board and School District met

- Lots of knowledge sharing
- And correction of misunderstandings on both sides
- set plan for improved communication moving forward.
  - Fundraising
  - Grants

## Scholarships

- 2018 scholarship guidelines in place for the 2026 cycle
- Scholarship applications close March 4
- Vote: Scholarship committee members: Shannon, Mike, Cheryl, John
- Vote: Add Academic Integrity / AI clause to scholarship submissions

# OPEN FLOOR





Transparency

Engagement

**Outreach**

Legacy



# 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 and SMS!**

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



Transparency

Engagement

Outreach

**Legacy**



# MEETING ADJOURNED

Thank you, see you at the next meeting!

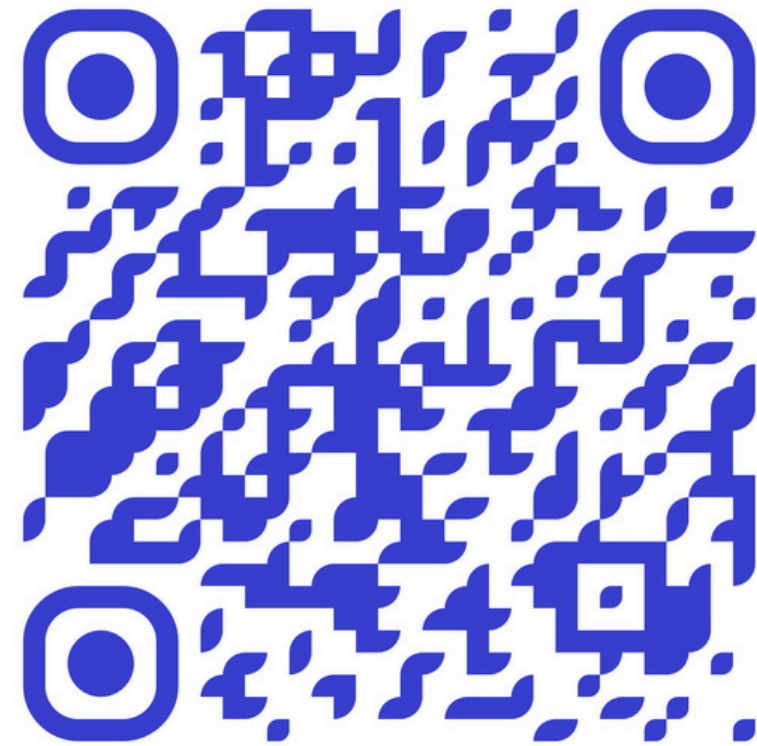
April TBD  
May 6<sup>th</sup>  
June 3<sup>rd</sup>



Membership Form



Meeting Survey



SMS Texting

