



2020-2021 AZ-951 BOOSTERS MINUTES
Meeting Date: August 13, 2020

Call to Order

- Meeting called to order @ 6:06 p.m. via WebEx
- Attendees

Boosters - Officers	Boosters	CVHS Staff	Cadet - Staff	Cadet
Kathy Almeida	Jim Hart	Col. Steve Wood		
Deborah Barton	Lori Hartshorn	MSgt. Chris Mandell		
	Nicole Kearn			
	Bill Hayes			

Review & Approval of Reports

- Meeting Minutes from Prior Boosters Meeting
 - Motion to approve minutes for May 7, 2020 Boosters Meeting by Kathy, 2nd by Col. Wood, unanimous approval.
- Treasury Report
 - Ending Balance (August 13, 2020) = \$10,440.76
 - Check received from Kroger = \$182.15

Summary of Meeting Motions

- Motion to approve meeting minutes for May 7, 2020 by Kathy, 2nd by Col. Wood, unanimous approval.
- Motion to approve August Treasury Report by Deborah, 2nd by Kathy, unanimous approval.
- Motion to approve Jim Hart for the position of 2020-2021 Fundraising Chair by Kathy; 2nd by Col. Wood, unanimous approval.
- Motion to approve Lori Hartshorn for the position of 2020-2021 Secretary by Kathy, 2nd by Deborah, unanimous approval.
- Motion to approve the expense for 4 exterior door logos estimated not to exceed \$200.00 by Bill, 2nd by Deborah, unanimous approval.
- Motion to approve the expense of the two additional logos not to exceed a total cost of \$250.00 by Kathy, 2nd by Deborah, unanimous approval.

General Business

- Introductions of Boosters members.
- Kathy explained the premise for Boosters' bank account.
- Kathy mentioned the following Boosters-sponsored events throughout a typical school year:
 - Welcome Back Ice Cream Social
 - Car Washes
 - Cookie Dough Fundraiser
 - Holiday Party
 - Dining Out
 - Sports Day
 - Awards Day

- Col. Wood mentioned there are 18 linked cards to the Kroger account to date.

Reoccurring Business

- Rifle Team Task Force
 - Col. Wood provided the guidance that Boosters should plan on raising the necessary funds, sourcing the construction, and providing a proposal to Dr. Cox when ready.
 - *ACTION*: Kathy to reach out to Walter for restarting the Task Force and refreshing bids in preparation for NRA grant application.
- NRA Grant Application
 - *ACTION*: Deborah will continue to monitor the NRA website for the opening date.

New Business

- Open 2020-2021 Boosters Club Officer positions: Secretary, Treasurer, Fundraising
 - Secretary – motion to approve Lori Hartshorn for Secretary by Kathy, 2nd by Deborah, unanimous approval.
 - Treasurer – no motions for Boosters Club members not already Officers. Kathy will maintain this position for time being in addition to her position as President; however, will vote in her position as President rather than Treasurer or both positions.
 - Fundraising – motion to approve Jim Hart for the position of Fundraising Chair by Kathy, 2nd by Col. Wood, unanimous approval.
- Portable Renovations
 - During the summer renovation of the portables by the school, logos on the exterior of each portable door was painted over. Kathy is coordinating with PLanders to have the logos replaced on the exterior portable doors.
 - Motion by Bill to approve the expense of logos for the 4 exterior doors estimated not to exceed \$200.00, 2nd by Deborah, unanimous approval.
 - The request for the Core Values and Cadet Motto logos was requested by MSgt. Mandell. Motion by Kathy to approve the expense of the two additional logos not to exceed a total cost of \$250.00, 2nd by Deborah, unanimous approval.
 - *ACTION*: Kathy to research cost and proceed provided expense does not exceed the approved \$250.00 total.
 - Col. Wood mentioned assistance may be requested for putting the portables back together post-renovation.
- Golf Tournament
 - The 1st Annual Golf Tournament Fundraiser was postponed from April 25 to September 26, 2020.
 - *ACTION*: Jim Hart to touch base with Western Skies, Ryan Kern, to understand what type of scheduling options may be available in the Spring 2021.
- Restaurant Nights
 - *ACTION*: Col. Wood will reach out to Dr. J. to understand if any restrictions are in place for clubs organizing restaurant night fundraisers.

Announcements

- Col. Wood and MSgt. Mandell mentioned they've shared with the Corps that this year is a blank slate for everyone and there is uncertainty about when on-campus learning will resume.
- Some cadet staff positions were announced to students on 8/13/2020. Ben Schultz was assigned Special Projects and will be the liaison for Boosters for fundraising, community projects, etc. All other announced positions are posted on our website.
- Col. Wood explained the process for: 1) acceptance into Kitty Hawk Honors Society; 2) Marine Common Aircrew Trainer (MCAT) and the 5 months needed to make the necessary arrangements with Marines for a trip.
- Boosters Monthly Meetings for 2020-2021 will continue to be held on the 1st Thursday of each month. Meeting date modifications to occur as needed, e.g. holidays, etc.

Key Dates to Remember

- August 17, 2020 – Effective date for new online learning schedule
- August 2020 – Update Boosters Officers document on file with CVHS office
- August 2020 – Submit annual IRS form regarding 501c3 status
- TBD – AZ-951 Parents Night
- September 3, 2020 – September Boosters Meeting at 6:00 p.m.
- September 26, 2020 – VNET Expo 11:45 a.m. – 1:15 p.m. @ Gilbert High School (2 Boosters Officers are required to attend), www.gpsvnet.net
- November 2020 – Treasurer to file annual AZ Corporate Commission 501c3 status document

Summary of Actions

<i>Business Topic</i>	<i>Action</i>	<i>Actionee</i>	<i>Due Date</i>
Rifle Team Task Force	Reach out to Walter for restarting the Task Force and refreshing bids	Kathy	9/2/2020
NRA Grant Application	Continue to monitor the NRA website for the opening date for grant applications	Deborah	Ongoing
Portable Renovation	Research cost and proceed with Core Values and Cadet Motto logos	Kathy	9/2/2020
Golf Tournament	Touch base with Western Skies, Ryan Kern, to understand what type of scheduling options may be available in the Spring 2021.	Jim	9/2/2020
Restaurant Nights	Reach out to Dr. J. to understand if any restrictions are in place for clubs organizing restaurant night fundraisers.	Col. Wood	9/2/2020

Adjournment

- Meeting adjourned at 7:07 p.m.

Next Meeting – September 3, 2020 at 6:00 p.m.

**AZ-951 JROTC Booster Club
Monthly Treasurers Report
Ending 08/13/2020**

Beginning Balance **\$ 10,457.15**

INCOME (Deposits)

<u>Date</u>	<u>Description</u>	<u>Amount</u>
5/13/2020	Kroger	\$ 176.73
5/20/2020	Amazon Smile	\$ 20.13

TOTAL INCOME (Deposits) \$ 196.86

Expenses (Outgoing)

<u>Date</u>	<u>Check #</u>	<u>Payable to</u>	<u>Description</u>	<u>Amount</u>
6/6/2020	1510	Kathy Almeida	SR. Shadow boxes and supplies	213.25

Service Fee Waived \$ -

TOTAL EXPENSES (Outgoing) **\$ 213.25**

ENDING CASH BALANCE (August 13, 2020) **\$ 10,440.76**

Outstanding Checks

<u>Date</u>	<u>Check #</u>	<u>Payable to</u>	<u>Description</u>	<u>Amount</u>
Total Outstanding Checks				\$ -

RECONCILED BANK BALANCE **\$ 10,440.76**

Report authored by Kathy Almeida, President



2020–2021 AZ-951 BOOSTERS SIGN IN SHEET
Meeting Date: August 13, 2020

	Printed Name	Signature	Attendee Type (circle one)
1.	Kathy Almeida	Via WebEx	<input checked="" type="radio"/> Boosters - Officer Boosters CVHS Staff Cadet - Staff Cadet
2.	Deborah Barton	Via WebEx	<input checked="" type="radio"/> Boosters - Officer Boosters CVHS Staff Cadet - Staff Cadet
3.	MSgt. Chris Mandell	Via WebEx	Boosters - Officer Boosters <input checked="" type="radio"/> CVHS Staff Cadet - Staff Cadet
4.	Jim Hart	Via WebEx	Boosters - Officer <input checked="" type="radio"/> Boosters CVHS Staff Cadet - Staff Cadet
5.	Bill Hayes	Via WebEx	Boosters - Officer <input checked="" type="radio"/> Boosters CVHS Staff Cadet - Staff Cadet
6.	Col. Stephen Wood	Via WebEx	Boosters - Officer Boosters <input checked="" type="radio"/> CVHS Staff Cadet - Staff Cadet
7.	Lori Hartshorn	Via WebEx	Boosters - Officer <input checked="" type="radio"/> Boosters CVHS Staff Cadet - Staff Cadet
8.	Nicole Kearn	Via WebEx	Boosters - Officer <input checked="" type="radio"/> Boosters CVHS Staff Cadet - Staff Cadet