



**AZ-951 AFJROTC BOOSTER CLUB
2021-2022 MEETING MINUTES
Meeting Date: August 5, 2021**

Call to Order

- Meeting called to order @ 6:00 p.m.
- Attendees

Booster - Officer	Booster - Member	CVHS Staff	Cadet - Staff	Cadet
Deborah Barton	Mindi Leatham	MSgt Chris Mandell	Emma Hartshorn	
Kathy Almeida	Jill Burdge	Lt Col Steve Wood		
	Walter Collins			
	Renea Kennedy			

Review & Approval of Reports

- Meeting Minutes from Prior Booster Club Meeting
 - Motion to approve minutes for June 6, 2021 Booster Club Meeting by Kathy, 2nd by Deborah, unanimous approval.
- Treasurer's Report
 - Ending Balance (August 4, 2021) = \$17,232.30
 - Motion to approve report by Deborah, 2nd by Kathy, unanimous approval.

Summary of Meeting Motions

- Motion to approve meeting minutes for June 6, 2021 by Kathy, 2nd by Deborah, unanimous approval.
- Motion to approve June's Treasurer's Report by Deborah, 2nd by Kathy, unanimous approval.
- Motion to approve Mindi Leatham as Secretary for the 2021-2022 school year by Deborah, 2nd by Kathy, unanimous approval.
- Motion to approve approximately \$1,318.59 for green polo shirts for all cadets by Deborah, 2nd by Jill, unanimous approval.
- Motion to approve approximately \$609.28 for purchasing and installing pull-up bars by Deborah, 2nd by Kathy, unanimous approval.

General/Unfinished Business

- Open 2021-2022 Executive Officer Positions
 - Motion to approve Mindi Leatham as Secretary for the 2021-2022 school year by Deborah, 2nd by Kathy, unanimous approval.
 - No candidates in attendance for the Treasurer position. It will remain as an agenda item with the President fulfilling the role in interim per our Bylaws.
- Attire

- Reviewed vendor pricing for one new green polo shirt for each cadet, with some extra. Motion to approve approximately \$1,318.59 by Deborah, 2nd by Jill, unanimous approval.
- Reviewed vendor pricing for the option for cadets to buy a tech jacket, Cadet Staff to buy a navy polo, and parents to buy the gray polo.
 - *ACTION:* Deborah to send out online ordering information to Corps and families.
- AFJROTC Sign
 - MSgt Mandell asked to put the request for an exterior parking lot sign on hold. Boosters will remove this topic from our agenda until further notice.

Recurring Business

- Review of 2021-22 Event Schedule
 - Reviewed upcoming events including Someburros Restaurant Night, Parent's Night, Car Wash, and Football Game Raffle.
 - Elementary carnivals, etc: Emma would like to do flag folding and other ceremonies. Emma will notify Boosters when their assistance is needed.
 - Lock In: Emma would like to do one on Friday, October 22nd unless it conflicts with the USAFA trip. Emma will contact Boosters if their assistance is needed.
- Fundraising
 - Kathy is waiting on Chipotle to schedule December's Restaurant Night.
 - The potential for a Cookie Dough fundraiser will be discussed at September's meeting.
 - *ACTION:* Deborah to prepare a profit estimate for the Cookie Dough fundraiser in light of a few high sellers having graduated.

New Business

- Cost review & approval for pull-up bars
 - Reviewed vendor pricing for pull-up bars. Motion to approve approximately \$609.28 for purchase and installation by Deborah, 2nd by Kathy, unanimous approval.
 - *ACTION:* Kathy to follow up with the vendor, make the vendor official with the district, etc.
- 2021-22 Budget was reviewed
 - *ACTION:* Deborah to turn in the proposed budget to admin along with the annual paperwork.
- Bylaws to be reviewed in September.
 - *ACTION:* All Members to review the bylaws and submit any proposed updates to Deborah via email prior to the September 2, 2021 meeting.
- Parents Night
 - *ACTION:* All Members to email Deborah suggested topics.
- Raiders Team
 - Emma emailed Boosters a list of equipment required to start up a Raiders Team. During the meeting, she discussed the various training locations she had looked into such as Freestone Rec Center, but all were too expensive. She concluded that the Corps should pause the idea of starting a Raiders Team this year to avoid competing with the new Air Rifle team. Boosters agreed.



Corps Updates/Announcements

- USAFA Overnight Trip
 - No hotel openings for Sep, Col Wood is looking at Oct. 21-24 at Drury Hotel and expressed some concerns about the amount of attendees and per Cadet price.
 - Corps enrollment is ~62 as of 8/12/2021.

Key Dates to Remember

- 8/12 CVHS Open House
- 8/18 Someburros Restaurant Night
- 8/18 Parents Night (cafeteria)
- 8/28 Valero Car Wash
- 9/2 Booster Meeting
- 9/9 Cadet Ice Cream Social (cafeteria)
- 9/15 Barro’s Pizza Restaurant Night

Summary of Actions

<i>Business Topic</i>	<i>Action</i>	<i>Actionee</i>	<i>Due Date</i>
General Business	Send out online ordering information to Corps and families for polo shirts, track jacket, etc.	Deborah	8/13
New Business	Follow up with the pull-up bars vendor, make the vendor official with the district, etc.	Kathy	8/13
New Business	Email topics for Parents Night to Deborah	Everyone	8/13
General Business	Discuss the open Treasurer position at Parents Night, keeping it on the agenda until filled	Deborah	8/19
Corps Announcements	Lock in date for USAFA trip & prepare estimated per cadet cost information form Parents Night	Col Wood	8/19
New Business	Review the bylaws and submit any proposed updates to Deborah via email	Everyone	9/1
Fundraising	Prepare a profit estimate for the Cookie Dough fundraiser.	Deborah	9/2
Fundraising	Book Chipotle for December’s Restaurant Night	Kathy	10/14
New Business	Turn in the proposed budget to Admin along with the annual paperwork	Deborah	11/4

Adjournment

- Meeting adjourned at 7:49 p.m.

Next Meeting – September 2, 2021 at 6:00 p.m. JROTC Portables



AZ-951 AFJROTC BOOSTER CLUB
2021-2022 SIGN IN SHEET
 Meeting Date: Aug 5, 2021

	Printed Name	Signature	Attendee Type (circle one)
1.	DEBORAH BARTON	<i>Deborah Barton</i>	<input checked="" type="radio"/> Booster - Officer <input type="radio"/> Booster - Member <input type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet
2.	CHRIS MANDAM	<i>Chris Mandam</i>	<input type="radio"/> Booster - Officer <input type="radio"/> Booster - Member <input checked="" type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet
3.	Steve Wood	<i>Steve Wood</i>	<input type="radio"/> Booster - Officer <input type="radio"/> Booster - Member <input checked="" type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet
4.	WALTER COLLINS	<i>Walter Collins</i>	<input type="radio"/> Booster - Officer <input checked="" type="radio"/> Booster - Member <input type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet
5.	Jill Burdige	<i>Jill K Burdige</i>	<input type="radio"/> Booster - Officer <input checked="" type="radio"/> Booster - Member <input type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet
6.	Kathy Almeida	<i>Kathy Almeida</i>	<input checked="" type="radio"/> Booster - Officer <input type="radio"/> Booster - Member <input type="radio"/> CVHS Staff <input type="radio"/> Cadet - Staff <input type="radio"/> Cadet



	Printed Name	Signature	Attendee Type (circle one)
7.	Mindi Leatham	M Leatham	Booster - Officer <u>Booster - Member</u> CVHS Staff Cadet - Staff Cadet
8.	Renea Kennedy	Renea Kennedy	Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet
9.			Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet
10.			Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet
11.			Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet
12.			Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet
13.			Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet



**AZ-951 JROTC Booster Club
Monthly Treasurer's Report
Ending Date: 08/04/2021**



Beginning Balance \$ 17,830.38

INCOME (Deposits)

<u>Date</u>	<u>Description</u>	<u>Amount</u>
5/5/2021	Gil-Warner AZ dba Buffalo Wild Wings (Restaurant Night 5/5/2021)	\$ 28.03
5/24/2021	Amazon Smiles	\$ 23.61

TOTAL INCOME (Deposits) \$ 51.64

Expenses (Outgoing)

<u>Date</u>	<u>Check #</u>	<u>Payable to</u>	<u>Description</u>	<u>Amount</u>
5/6/2021	1522	Amanda Kolski	Awards Night flowers, photo setup	\$ 176.62
5/6/2021	1523	Kathy Almeida	Awards Night cookies	\$ 75.67
5/6/2021	1534	Deborah Barton	Awards Night decorations	\$ 160.19
6/3/2021	1525	Deborah Barton	Year end celebration supplies	\$ 147.24
7/23/2021	1526	Deborah Barton	CBT Lunch	\$ 90.00

Service Fee \$ -

TOTAL EXPENSES (Outgoing) \$ 649.72

ACCOUNT BALANCE \$ 17,232.30

Outstanding Checks

<u>Date</u>	<u>Check #</u>	<u>Payable to</u>	<u>Description</u>	<u>Amount</u>
-------------	----------------	-------------------	--------------------	---------------

Total Outstanding Checks \$ -

RECONCILED BANK BALANCE \$ 17,232.30