

**AZ-951 AFJROTC BOOSTER CLUB  
2021-2022 MEETING MINUTES  
Meeting Date: May 12, 2022**

**Call to Order**

- Meeting called to order @ 6:03 p.m.
- Attendees

<b>Booster - Officer</b>	<b>Booster - Member</b>	<b>CVHS Staff</b>	<b>Cadet - Staff</b>	<b>Cadet</b>
Deborah Barton	Doug Thomas	MSgt Chris Mandell	Ethan Coen	
Kathy Almeida	Shannon Yeomans	Lt Col Steve Wood		
Mindi Leatham	Nicole Kearn			
Jeff Anderson	Matt Frost			
Stefanie Arms				

**Review & Approval of Reports**

- Meeting Minutes from Prior Booster Club Meeting
  - Motion to approve minutes for April 7, 2022 Booster Club Meeting by Kathy, 2<sup>nd</sup> by Jeff, unanimous approval.
- Treasurer's Report
  - Deposits: Buffalo Wild Wings \$133.09, 2 Donations \$200.00, Kroger \$156.99. Total income of \$490.08.
  - Expenses: Checks to Deborah: Stem Field Trip bus \$808.00, air rifle stands \$514.06, supplies for Awards Night \$282.93, flag \$65.46; Checks to Kathy: shadow boxes for Awards Night \$588.54, 2022-23 shadow boxes \$170.27; A2Z Trophy \$127.20. Total expenses \$2,556.46.
  - Ending Balance = \$24,171.42
  - Motion to approve report by Deborah, 2<sup>nd</sup> by Mindi, unanimous approval.

**Summary of Meeting Motions**

- Motion to approve meeting minutes for April 7, 2022 by Kathy, 2<sup>nd</sup> by Jeff, unanimous approval.
- Motion to approve current Treasurer's Report by Deborah, 2<sup>nd</sup> by Mindi, unanimous approval.
- 2022-2023 Booster Officer Election Results:
  - ❖ President: Joel Coen
  - ❖ Vice President: Doug Thomas
  - ❖ Secretary: Shannon Yeomans
  - ❖ Treasurer: Jeff Anderson
  - ❖ Fundraising Coordinator: Stefanie Arms

**General/Unfinished Business**

(None)

### Recurring Business

- Upcoming Fundraisers: Booked Fall Car Wash @ Valero for 8/27/22 (Stefanie to submit approval request to Admin), “Big Alice” to be on-site
- Recently Received Funds: Spring Car Wash: \$1,226.00, Silent Auction: \$310.00, Fat Willy’s: \$19.00, Culver’s \$150.00.
- \*\*\*Added May 13th: MOD fundraiser earned \$106.73, check expected in about 6 weeks\*\*\*

### New Business

- Sport Field Day Debrief
  - In future, do a warmup at beginning.
  - See Sports Field Day spreadsheet for event cost breakdown and other items to consider from debrief, especially the recommendation to purchase 2 first aid kits if SportsMed is unable to attend (most needed items include bandaids and antiseptic wipes due to Tug-of-War injuries)
- Awards Night Debrief
  - See Awards Night spreadsheet for event cost breakdown and other items to consider from debrief such as: A-frame like sign to direct traffic at Awards Night and other events (\$500 added to 2022-2023 recommended budget; if approved Mindi will look for one second hand), tripod for live streaming (if 2022-2023 team budgets/approves, Mindi will look for one second hand).
  - In future, post cadets in parking lot to be escorts for distinguished guests unsure of where to go and place a water bottle at each guest seat.
  - Discussed several ideas for food, including a dessert table after. Doing a 30 or so minute dessert table at the end seemed to be a popular idea because cadets eating before/during awards in their uniforms may not be a great idea, and there would not be enough room for dining tables for everyone (if dinner was served, people would have to eat on their laps). If we resume hosting in auditorium instead of cafeteria, dessert can be served in lobby but food probably can’t be served inside. Another popular idea in addition to or instead of dessert was doing a restaurant fundraiser that night as an after party. Many of the cadets met out that night, anyway, and it would be a nice opportunity for families to meet and socialize.
- Discussed Community Sponsorship Outreach. Ideas included reaching out to companies like Boeing, Talley Defense, Sons and Daughters of the American Revolution, etc. to sponsor, possibly for things like field trips or the railroad tour in Colorado. Matt Frost to send information to Booster Club for next year’s team.
- 2021-2022 Budget Review & recommendations for 2022-2023
  - Campus Donations: canceled Welcome Sign and completed Pull Up Bars
  - Classroom Supplies: Canceled printer but added inkjet supplies expense requested by Col & Sgt, added expense for new US Flag for \$100, added \$500 expense for A-frame sign(s) for directing traffic at events, etc.
  - Competition Supplies: increased Snacks expense to \$400, added Air Rifle bags expense for \$225
  - Corps Events: increased Awards Night expense to \$2,000 for dessert, etc., increased Dining Out expense to \$1,500, increased Holiday Potluck expense to \$800
  - Fundraising: added expense for new poster boards for July CBT (cadet basic training) and Car Wash

- Online Sales: added Decals expense of \$400 to redesign and make initial bulk purchase, increased Polo Shirts to \$1,500 (Note: make the logo bigger next year!)
- Restaurant Nights: Added Fat Willy's and next year think about having a Restaurant Night after Awards Night
- Scholarships: added STEM expense for iFly of \$1,500, increased USAFA Colorado Trip expense to \$8,000 to potentially cover bus
- Add Marlene Fox Memorial Scholarship: \$1,000 expense, award to be given to a senior cadet at Awards Night in memory of AZ-951 founder Lt. Col Fox's wife, Marlene. While Lt. Col Fox was AZ-951 SASI, Marlene was very involved with the Corps and viewed the Cadets as her own; awarding criteria to determined
- New Morale Shirt: Carly submitted final design for R.E.D. shirt, monies approved at March 2022 Booster meeting, to be purchased during 2022-2023 school year
- AZ-951 JROTC Executive Officer elections held for 2022-2023 school year
  - President: Joel Coen elected by unanimous vote from Booster Members in attendance (Cadet Ethan Coen)
  - Vice President: Doug Thomas elected by unanimous vote from Booster Members in attendance (Cadet Brooke Thomas)
  - Secretary: Shannon Yeomans elected by unanimous vote from Booster Members in attendance (Cadet Savannah Perovich)
  - Treasurer: Jeff Anderson re-elected by unanimous vote from Booster Members in attendance (Cadet Noah Anderson)
  - Fundraising Coordinator: Stefanie Arms re-elected by unanimous vote from Booster Members in attendance (Cadet Michael Cipriano)

#### **Corps Updates/Announcements**

- Tentative Colorado Field Trip date is 9/10/22; current bus estimate is \$7,600
- Awards Night scheduled for May 2, 2023 in the Cafeteria

#### **Key Dates to Remember**

- 5/22/22 Baccalaureate
- 5/26/22 Last Day of School and Graduation
- 6/16/22 June Booster Meeting (off-site) - Executive Officer Transition
- July TBD Cadet Basic Training (CBT)

#### **Important to Note for Incoming Booster Team**

- MOD fundraiser earned \$106.73, check expected in about 6 weeks
  - Make the logo bigger on next batch of Polo Shirts
  - Consider adding a Restaurant Night after Awards Night
  - New Morale Shirt: Carly submitted final design for red shirt, can be purchased during 2022/23 school year
  - For Sports Field Day 2023, consider buy 2 first aid kits, especially if Sports Medicine Team can't make it. Most needed items include bandaids and antiseptic wipes (injury from Tug of War).
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### Summary of Actions

\*Note: Items under *New Business* are recommendations (not yet approved expenses) for the 2022-2023 Executive Officers to consider purchasing for the upcoming school year/budget\*

<i>Business Topic</i>	<i>Action</i>	<i>Actionee</i>	<i>Due Date</i>
Recurring Business	Submit car wash fundraiser to school	Stephanie	July 26
New Business*	Look for A-frame sign(s) second hand	Mindi	TBD
New Business*	Look for tripod for live streaming second hand	Mindi	TBD
New Business*	Buy poster boards for car wash and CBT	Mindi	TBD

### Adjournment





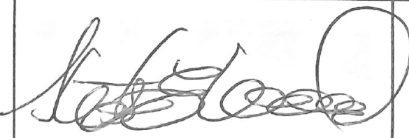

- Meeting adjourned at 7:33 p.m.

*Next Meeting – June 16, 2022 at 6:00 p.m. Off-Site Location*





AZ-951 AFJROTC BOOSTER CLUB

2021-2022 SIGN IN SHEET

Meeting Date: 5 12 20221

	Printed Name	Signature	Attendee Type (circle one)
1.	Mindi Leatham		<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.	Kathy Almeida		<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
3.	DEBORAH BARTON		<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
4.	Chris Maxwell		<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
5.	Stephen Wood		<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
6.	Doug Thom		<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

J•R•O•T•C

Printed Name	Signature	Attendee Type (circle one)
Shannon Yeomans		Booster - Officer <u>Booster - Member</u> CVHS Staff Cadet - Staff Cadet
Ethan Coen		Booster - Officer Booster - Member <u>CVHS Staff</u> <u>Cadet - Staff</u> Cadet
Jeff Anderson		<u>Booster - Officer</u> Booster - Member CVHS Staff Cadet - Staff Cadet
Nicole Kearn		Booster - Officer <u>Booster - Member</u> CVHS Staff Cadet - Staff Cadet
(Matt) Mr. Frost		<u>Booster - Officer</u> <u>Booster - Member</u> CVHS Staff Cadet - Staff Cadet
		Booster - Officer Booster - Member CVHS Staff Cadet - Staff Cadet





**AZ-951 JROTC Booster Club**  
**Monthly Treasurer's Report**  
**Ending Date: 04/30/2022**



**Beginning Balance** \$ 26,237.80

**INCOME (Deposits)**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/7/2022	Buffalo wild wings	\$ 133.09
4/7/2022	Booster Club Donation	\$ 100.00
4/7/2022	Booster Club Donation	\$ 100.00
4/20/2022	Kroger	\$ 156.99

**TOTAL INCOME (Deposits)** \$ 490.08

**Expenses (Outgoing)**

<u>Date</u>	<u>Check #</u>	<u>Payable to</u>	<u>Description</u>	<u>Amount</u>
4/8/2022	1552	Deborah B	STEM Field Trip (Bus)	\$ 808.00
4/8/2022	1549	Deborah B	Air Rifle Stands	\$ 514.06
4/8/2022	1547	Deborah B	Awards Night Supplies	\$ 282.93
4/8/2022	1548	Deborah B	POW Flag	\$ 65.46
4/11/2022	1551	Kathy A	Awards Night 2023 Supplies	\$ 170.27
4/11/2022	1550	Kathy A	Awards Night 2022 Supplies	\$ 588.54
4/11/2022	1545	A2Z Trophy	Sports Field Day Trophies	\$ 127.20
			Service Fee	\$ -

**TOTAL EXPENSES (Outgoing)** \$ 2,556.46

**ACCOUNT BALANCE** \$ 24,171.42

**Outstanding Checks**

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

**RECONCILED BANK BALANCE** \$ 24,171.42

report authored by Jeff Anderson, Treasurer