

**Booster Board Meeting Minutes**  
**June 6, 2022**  
**6:30 pm**

**Members Present:** Kim and Damon Janssen; Barb Thiel, Rob and Julie Manly, Tom and Steph Astrup, Mark and Jenny Trogstad; Mike LaMont; Brian and Leah Bjorkman; DeAnn Bjornson; Matt and Jami Olson; Coleen and Gary Bailey; Becky Walen.

Members Absent: Julie Manly; Bryan Thiel; Greg Walen; Tracy LaMont; Mark Trogstad; Brian Bjorkman; Keith and Tiffany Knoke; Greg Walen; Dan Kielty.

**Others Present:** Dan Shultis.

1. **Call to Order:** Damon Janssen started the meeting at 6:35 p.m.

II. **PTSA Request/Issue.** Kathy Nordness indicated that interest and participation in PTSA has diminished over recent years, and discussed the possibility of merging with the Booster board, citing potential efficiencies in merging entities. Nordness distributed a document setting out background, and outlining mutual advantages to this possibility. PTSA has not approved a merger at this time, but is in discussion stages. Nordness asked the board to consider the possibility.

The board discussed background and prior discussions regarding this merger possibility, and Nordness, Julie Manly (a PTSA board member), and Travis Christiansen answered questions about the PTSA organization.

III. **Secretary's Report:** Rob Manly previously emailed the May 1, 2022 meeting minutes. Tom Astrup moved to approve the minutes, Barb Thiel seconded the motion. Motion carried.

IV. **Treasurer's Report:** A brief financial update was provided by Damon Janssen, which included a review of recent payments and current financial standing. Becky Walen joined the meeting and expanded on some of the more significant Booster expenses over the 2021-22 school year.

Walen reported on her gathering financial records and efforts to get up to speed on treasurer/finance duties.

Jenny Trogstad moved to approve the financial report, Mike LaMont seconded; motion passed.

#### **IV. Committee Reports**

1. **Hospitality and Spirit.** Barb Thiel reported for this committee. Thiel reported that more planning would begin as we head into summer. Shultis indicated that football game dates have been set, for planning Booster events.

2. **Registration/Membership.** Steph Astrup reported for this committee, and indicated that the subcommittee would meet to plan for the 2022-23 school year.
3. **Advertising.** Mike LaMont and Leah Bjorkman reported for this committee, indicating that potential advertisers for the upcoming school year had been contacted. The subcommittee will get additional information from former booster member Brietbach and meet later this summer, and solicit input from board members on possible new sponsors.
4. **Communication.** Kim Janssen indicated that she and Jenny Trogstad would post news offered by board members, but not much new over the early summer months.

## **V. Dates to Remember**

The committee discussed upcoming registration dates, including August 10th for upperclassmen and August 15, 16, and 17 for freshmen, as well as sending out a sign-up tool to staff these events.

## **VI. Old Business.**

1. Onboarding new Booster members. President Janssen went through a number of booster informational items, including board bylaws and other background information.
2. Commons A/V update. Shultis indicated all the equipment had arrived, but the contractor needed to complete installation.
3. Track/Turf update. Shultis indicated that the parking lot reconstruction is under way. Underground work is also being completed, after which the track construction will begin. The project will continue throughout the summer and upcoming school year.
4. 42/43 Club Signage update: Shultis indicated that new signage was in route.
6. Hockey Clocks: The clocks ordered by the board are set to arrive on August 3, 2022, and then will be installed by Sun Electric.

## **VI. New Business:**

1. 2022-23 Board Meeting Dates: President Janssen went through the upcoming meeting dates through the end of the 2023 school year. The July meeting will occur on July 11th rather than the week of the 4th. Sunday meetings start in September.

2. Meal for teams in state tournaments: President Janssen discussed setting policy for teams that make the State tournament, proposing the possibility of various set funding to provide to teams that qualify for their respective State tournaments. The board discussed how and whether lines could be drawn between activities that would receive reimbursements, including those that fundraise and others that don't, some individual sports/activities versus teams, out-of-town State tournaments versus those that are locally hosted in Fargo/West Fargo.

Shultis indicated that coaches would continue to be encouraged to submit requests to the Booster through standard process.

3. Funding request guidelines: Kim Janssen provided the board with a document dated October 2021 setting out various, recurring board sponsorship commitments, and highlighted a number of activities listed that may no longer be funded, and other activities that have seen significantly increased contributions.

The board reviewed and discussed the listing, and continued financial commitment to the various events (including team banquets, academic breakfast, Tech Ed open house, ect...).

The list will be revisited at future meetings.

4. 2022 Staff Clothing: Shultis indicated that last year the board split the cost to provide staff with apparel, the administration is interested in splitting the cost again with the board if the boosters are willing to commit. The staff would be extended a \$30 credit to put toward Spartan gear, and the cost split between the school and the booster club. The intent is to encourage staff attendance at events. Mike LaMont moved to approve this expense. Stephanie Astrup seconded. Motion passed.

5. Hot Chocolate Machine (Outside Concessions): Shultis indicated that many students and parents requested hot chocolate at our many cold-weather outdoor "spring" season events at the football/soccer field. Unfortunately, the option to purchase a t-shirt gun was apparently never discussed. Shultis obtained a quote for a the purchase of a Keurig single-cup hot chocolate machine, at the amount of \$2175. Stephanie Astrup moved to approve contributing half of the cost of the hot chocolate machine. Barb Thiel seconded the motion. Motion passed.

#### Long Term Projects

1. Review of Long Term Projects: Damon Janssen and Shultis discussed various projects that are on the horizon for the board, and do not want to be lost as we deal with various month-to-month requests and expenditures. Shultis discussed the background on the digital trophy case project, and state championship signage.

**Next Meeting** - The next board meeting is scheduled for Monday, July 11, at 6:30 in room 102.

**Meeting adjourned** at 7:30 pm, with a tentative, prompted tap of President Janssen's gavel.