



ATHLETIC BOOSTER CLUB

St. Francis Athletic Booster Club Meeting Minutes

Call to order

A meeting for the St. Francis Athletic Booster Club (SFABC) was held at Beef O'Brady's on June 28, 2022 at 6:00PM.

Attendance

Voting Members in attendance:

- Torson, Tracy | President
- Krause, Brad | Vice-President
- Bakken-Kleven, Jessica | Secretary
- Antinozzi, Heidi
- Girard, Steve
- Hass, Andy
- Kleven, Nick
- Krause, Reanna
- Torson, Danye

Members not in attendance:

- Rothbauer, Lorne | Treasurer
- Cotton, Noah
- Cotton, Sarah
- Fryer, Lisa
- Girard, Danielle
- Holcomb, Brian
- Norton, Matt
- Norton, Tracey
- Rothbauer, Jackie

Guests:

- Krause, Dean

Approval of minutes

The April 24, 2022 meeting minutes were reviewed prior to the June 28, 2022 meeting, individually. There were no corrections noted. April 24, 2022 meeting minutes approved.

Treasurer Report

We have \$247.85 in our account. The last donation received was on April 26, 2022.

Unfinished business

Items that the board has previously discussed that are ready for formal approval.

Review/Accept Bylaw Amendment

- The bylaw amendment has been approved and signed. Tracy Torson will scan a copy of the bylaw amendment and make it available to the Google Drive.



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SFABC Tasks and Outstanding Decisions

- We held review of these so that we would have time to get to all new business items. Paper copies provided, please review.
- Meeting dates for November and December fell on or close to holidays. The group agreed that we will move the November 27, 2022 meeting to November 20, 2022 and move the December 25, 2022 meeting to December 11, 2022.
 - Jessica Bakken-Kleven will schedule the November and December meetings.

New business

Items that may be voted on, amended, tabled, moved to committee for consideration or postponed.

Football Gold Cards

- The football program has decided to keep this.

Fins and Feathers

- Review sponsorship letter, flyer, and lineup/scorecard
 - Corrections/Changes:
 - The group agreed that we should increase the entrance fee from \$40 to \$50.
 - There is a concern about the \$500 winning cash prize and the possibility of losing money. With sponsorships and the raffle, the group feels comfortable to continue with that amount.
 - Add “no frozen fins/feathers” to the rules.
 - Request to add the QR code that directs to the SFABC website to the flier.
 - Would be helpful to add labels/titles to the forms.
- Forms and links are on the website and ready to view.
 - Tracy Torson will upload the changed documents to the website.
- Business spreadsheet
 - Each member of the SFABC should go in and sign up to talk with businesses for sponsorships. We would like have business sponsorships completed by our next meeting on July 24.
 - When signing up for a business, be sure to add your name to the spreadsheet. When you talk to businesses, get names and contact information so that we have it for future reference.
 - Very important to keep the spreadsheet updated so that we don't contact businesses multiple times.
 - Forms have been updated and added to the google drive. All members should begin contacting businesses for Fins and Feathers sponsorships.
 - Jessica Bakken-Kleven will add businesses that the EB PTO has had success with donations.
- Other topics related to Fins and Feathers:
 - Homecoming is the week prior to our event. We will plan to have a tent to get additional participation.
 - If businesses cannot participate to sponsor Fins and Feathers, approach them for silent auction donations.
 - Tracy Torson will start to mail out any letters to businesses as needed.



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Gun Raffle

- How many?
 - We only need to list the top 3 prizes.
 - The group would like to purchase ~10 guns.
 - Steve Girard is looking up options for which guns we should purchase.
- Does anyone know how long it takes to print tickets?
 - Danye Torson will investigate what she used previously.
- Group agreed to start with ~1000 raffle tickets. We can always order more as needed.
- Ponds is allowing us to put a table to sell at their events over the coming months.
 - Many of the SFABC members are willing to sit at a table and sell raffle tickets. We can create a sign up if/as needed.
 - We will plan to add when/where to buy raffle tickets to our social media and website.
 - Andy Hass will contact the Ponds to find out when we need to have our final count numbers to them by. We will discuss in the future at what point we will need to have a deadline to register for the event.

Registration for Event

- Wufoo (same as what the university of Mary uses).
 - This site would allow us to collect fees for the Fins and Feathers event. It allows drop down options for registration.
 - It is \$350 annually.
 - The SFABC voted and all are in favor of proceeding with the \$350 annual fee to use Wufoo for our Fins and Feathers event.

Banner

- Rob Schoenrock can make a banner. Will use the Fins and Feathers logo.

Amazon Smile

- Setup and ready you just need to add the booster club.
- App is easy to use.
- Will need to advertise this. Jessica Bakken-Kleven has a document that has been used for the PTO that can be updated.

Main Motions

- Motion by Tracy Torson that SFABC purchase an annual \$350 membership to Wufoo to collect registration fees for the Fins and Feathers event. All voting members present (9 members) voted in favor.

Next Steps/Assignments

- Tracy Torson will scan a copy of the bylaw amendment and make it available to the Google Drive.
- Jessica Bakken-Kleven will schedule the November 2022 and December 2022 meetings.
- Tracy Torson will make the following changes to the Fins and Feathers documentation:
 - See Jessica Bakken-Kleven's mark ups.
 - Change entrance fee from \$40 to \$50.
 - Add "no frozen fins/feathers" to the rules.



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- QR code directing to the SFABC website.
- Add labels/titles to the forms.
- Tracy Torson will upload all Fins and Feather documents to the website.
- All SFABC members should go to the business spreadsheet and sign up for businesses to speak with. Be sure to keep the spreadsheet updated so that we do not have any duplication.
- Tracy Torson is willing to start mailing out letters to businesses as needed.
- Jessica Bakken-Kleven will add additional businesses to the contact list that have been historically generous with donations for the EBES PTO.
- Steve Girard is looking up options for the best gun purchases for the raffle.
- Danye Torson will investigate what she previously used for raffle ticket printing.
- Andy Hass will contact the Ponds to identify dates for when we need to have our dinner counts in.
- Tracy Torson will proceed with the Wufoo registration.
- Andy Hass will reach out to Rob Schoenrock about the banner.
- Jessica Bakken-Kleven will update/create an Amazon Smile document.

Announcements

Next Meetings

- Sunday, July 24, 2022 @ 3:00PM. Beef O'Brady's
- Sunday, August 28, 2022 @ 3:00PM. Beef O'Brady's
- Sunday, September 25, 2022 @ 3:00PM. Beef O'Brady's
- Sunday, October 23, 2022 @ 3:00PM. Beef O'Brady's
- Sunday, November 20, 2022 @ 3:00PM. Beef O'Brady's
- Sunday, December 11, 2022 @ 3:00PM. Beef O'Brady's

Adjournment

7:25PM