

Bret Harte Booster Club Meeting Agenda

March 11, 2020

Meeting canceled due to district wide policies related to CoronaVirus

I. Approval of February 12, 2020 Meeting Minutes

II. Old Business: Erin Poole

- A. Open Board Positions for 2020/2021: Equipment Coordinator and RTR Coordinator,
 - 1. Jen McLaughlin confirmed she will be VP, Britt confirmed for President- Heather Smith confirmed Secretary
 - 2. Did Holly commit to Treasurer?- Stacy spoke to Holly
 - 3. Britt met Kristin O' Leary for coffee yesterday to discuss her possibly taking over the Equipment Coordinator position. She's very interested and definitely would like to accept the position. A couple of questions though - her younger daughter is on wait list for BH and not sure how far down the list she is. The other thing is Castillero Community Club meetings are on Wednesday nights too (her older daughter will stay at Castillero). Could she share the position with a BH parent? Her sister Julie (BH parent) might be interested in sharing position. Is it ok to join the board if Kristin is not officially a BH parent yet?
- B. Board Position Advertising
 - 1. Erin emailed Alanna, who is going to run a paragraph through the end of May or until all positions are filled
 - 2. Erin sent Williams Board member an email but never heard back from her.
- C. Discuss idea about sponsorship participation year round, allowing banners not related to RTR Sponsorship- Nicole Caltagirone ie. Dr. Lennard inquiry
- D. Community Club Rep- Did Marianne get a volunteer when at the most recent CC meeting?
- E.

III. New Business: Erin Poole

- A. W-9 from Stack Sports (AKA RaceWire)

1. They would like us to complete a W-9 so our revenue for race participants does not show as revenue for them. Erin to complete form and submit to RaceWire

B. Date for End of Year Celebration

IV. Treasurer Report: Bharathi Shamanna/Stacy Pimental

A. Bharathi returned at the end of February. Stacy coordinating a time to meet to go over transactions and financials that occurred during Bharathi's absence.

B. CDs at Wells Fargo

1. Renewal date? We need to discuss cashing CDs.

C. Action Items:

1. Total revenue/expense for RTR
2. Donation amount from 2018-2019 vs 2019-2020 school year
3. Start working on a proposed budget for the 2020-2021 school year

V. Athletic Director Report- Carrie Genise

Athletic Director Report

March 11, 2020

Team/s in season: 6/7th boys VB, 8th boys VB, 6/7th girls VB, 8th girls VB, 3 tennis teams, & golf

Team/s ending season: Cheer

Team/s beginning season: Track & Field start March 16th, Intramural Flag Football and Cheer 2020-21 starts April 20th

Month in review...

1. Cleared medical and parent forms on RMA.
2. Communicated with returning and new coaches over text, phone and email.
3. Hosted a Volleyball Parent Meeting.
4. Organized Booster and AD emails, coaches info, excel spreadsheets, etc.
5. Reviewed and adopted (along with Marianne Goodwin and Cheer Coach Amanda), new expectations/guidelines for Cheer athletes in Cheer Packet 2020-21.
6. Emailed coaches and parents about RMA process, tryouts, gym schedules, equipment, facility access, uniforms, picture and donation forms.
7. Attended weekly AD meetings w/ Sylvia & Marianne during 6th period.

8. Recruited 8th grade BB Coaches for 2021 season.
9. Advertised for track and field assistant coaches.
10. Advertised for RTR and Booster Board positions.
11. Guided roller hockey coaches through the “new coach” application process.
12. Advertised for upcoming sport deadlines and tryouts.
13. Attended roller hockey tryout on March 2nd at the Silver Creek Sportsplex.
14. Hosted SJUSD VB coaches meeting in February 2020.
15. Meet with BH Track Coaches to solidify track tryout and practice schedules.
16. Had conference call with SJUSD track coaches and Ads to solidify SJUSD Track season, responsibilities and expectations.
17. Met with BH Tennis coach about parent tennis meetings, uniforms, and team pictures.
18. Assisted coaches and Casey Photography with sport team pictures.
19. Watched numerous BH VB games.
20. Helped set up and tear down for VB games.
21. Watched a number of VB games.

Need to complete...

1. Attend a roller hockey game on March 13th.
2. Advertise for RTR and Booster Board positions.
3. Communicate w/ J. Murphy about releasing BH coaching stipends sooner.
4. Attend a tennis and golf match.
5. Complete coaches contract for Paul Yang to be asst. 6/7th grade girls VB coach.
6. Compile spreadsheet with expenses for next school year.
7. Coordinate with Britt Cain on spreadsheet for expenses for next school year.
8. Set May 2020 AD meeting in the BH Library.
9. Work on sport schedules for 2020-2021 season.
10. Advertise for Cheer tryouts for 2021 school year.
11. Recruit 6th grade boys BB coaches.

VI. Equipment Coordinator Report: Britt Cain

- A. Purchased 3 cases of tennis balls for the tennis team. Coach Steve said that the team could use a windscreen for the tennis courts. He’s going to research how much it would cost and will get back to me.
- B. Got the volleyball coaches and roller hockey coach the uniforms for their teams.

- C. I have been making a list of items to include in the proposed budget for next school year. I will have this ready for the May budget review meeting and will run by Carrie to see if she has anything to add.

VII. Community Club Representative

- A. No community club rep at this time

VIII. Run Turkey Run- Booster Board

- A. Has refund from the city been issued?
- B. Total revenue/expense from RTR