

# BOOSTER CLUB MEETING MINUTES

## March 7, 2012

**Present:** P. Vinciguerra, M. Levy, J. Malloy, A. Murray, A. Peters, J. Sheehan, B. Klein, M. Monagle, L. Winchell, L. Tondre, K. White, L. Reimer, T. Boyden, D. Connolly, S. Paschal, R. DiCalogoro, C. Hartnet, C. Lennon, L. Mooney, K. McNeil

1. **Minutes for February 2012** - reviewed and approved.
2. **Financials – Pauline** reviewed financials. Julie discussed budget for upcoming year 2012/13 Booster might need to help in certain circumstances because can't keep raising user fees.
3. **Cloth** – Spring teams need to have Captains organize with Champion. Note to go to Danny to remind Captains. Julie handling by text.
4. **Team Reps** – Dottie: handbook for parents appeared to be successful. To recruit new parents for Spring Teams because a lot had students that graduated in 2011.
5. **Officer Positions** – Discussion of “OPEN” Booster Positions in the Spring 2012. These include **President, First VP, and Treasurer** at a minimum. At large positions also available. Any Booster Member interested in serving in an officer position is asked to contact Marge Levy ([MargeLevy1@verizon.net](mailto:MargeLevy1@verizon.net)) or Julie Malloy ([Julie\\_Malloy@putnam.com](mailto:Julie_Malloy@putnam.com)). Please view attached with Officer Position description. Position descriptions also posted on web-site. ?? Also send a write up about Boosters to the Galvin Middle School for incoming parents.
6. **RE: Second VP Position: Chair Corporate Fundraising** - Sue K and A. Peters are working on a plan for corporate outreach. Brochure to be drafted. CABI will endorse Booster Club and mail brochure. Discussed having students in computer art design. Committee needs to develop wording – corporate levels – etc. on this fundraiser and have made progress and Committee had a lengthy discussion and more details to follow for the next meeting.

### **EVENT FUNDRAISING – SUGGESTIONS by NEW ATTENDEES:**

R. DiCalogoro discussed potential idea of **Canton Olympic Day** for elementary and middle school students to be held at turf. Idea received support. Details and committee need to be formed. **Meeting set for MARCH 26<sup>th</sup> for further discussion at 7:00 PM!**

T. Boyden discussed possibility of creating “**SnoBall Account**” where people could donate to a particular sport based on # goals, # wins, etc. Needs further discussion and details. Would remain up and running for full year.

D. Erickson suggested a **Texas Hold-Em**

**7. Fund Raising Updates –**

- **Scrip Cards:** Sue P willing to take on a drive for the Spring but thinks maybe more advertising needed to push drive. She will coordinate 2 drives this Spring. Flyer to be re-drafted – mailed to all Booster Members, and posted on web-site. Targeted audiences: confirmation, communions, Mother/Fathers Day, and Graduation. Let team reps know.
- **MassPass Coupon Books:** It went well but need to reconsider
- **Lorraine Riemer – Golf Fundraiser:** appears to be labor intensive for relatively small payout but has not finalized decision yet.
- **BRICK SALES** - Flyer for bricks for paving at the turf is posted on the Booster Web-Site and will be e-mailed to all Booster Members this spring with suggestions for purchasing for graduation, anniversaries.

**8. Alumni Football Game/Golf Ball Drop** – Kim raised question of funds being applied to the turf account (or added to the CD). Julie and Pauline to review/discuss. In question \$5,000.

**9. Miscellaneous:**

- **Bulletin Board at Turf:** Mr. Cheevers is designing plan. Supplies purchased. Progress on going.
- **Funding Request:** All Night Graduation Party committee – Approved \$500 contribution as did last year.

**NEXT MEETING:** Wednesday April 11<sup>th</sup> at 7:00 PM  
Teacher's Café Canton High School

**PLEASE see attached officer position descriptions – and CONSIDER assuming a position for next year.**

**Duties of Elected Officers 1. The President: OPEN 2012**

- Be the official representative of the CHS Athletic Booster Club; - Preside at all regular, special and Board meetings; - Be an ex-officio member of all committees; - Appoint special committees as needed; and
- Keep members informed of all matters pertaining to the affairs of the club.

**2. The 1st Vice President: OPEN 2012** - Preside over meetings in the absence of the President, and perform all such duties.

**3. The 2nd Vice President: OPEN 2012** - Serve as the Chairperson of (Corporate) Fundraising.

**4. The Secretary: PENDING - MONAGLE**

- Write, maintain and distribute minutes of all regular, special and Board meetings; - Present and/or make available all such minutes at the regular monthly meetings; - Have full charge of all correspondence of the organization and of filings for future reference; - Collect mail via post office and distribute on regular basis; - File Annual Report with State of MA; - Maintain a roster of all active members (acknowledge memberships in Fall); - Acknowledge and track donations; and - Issue timely notification of all upcoming regular, special and Board meetings.

**5. The Treasurer: OPEN 2012**

- Be the custodian of all funds of the organization; - Supervise and accurately record all receipts and disbursements of funds; - Report to the membership all receipts, disbursements and financial statements of the organization at each regular meeting; - Be responsible for coordinating preparation of state and federal filing forms; - Be responsible for coordinating all information for tax purposes; and - Assist President (and others) in the preparation of the Annual Budget.

**Duties of Appointed Officers**

**6. Membership Chairperson: PENDING - RIEMER**

- Supervise solicitation of new and renewal members; - Maintain membership database including contact data; - Distribute Gate List of Family/Individual Members to AD on regular basis; and - Report membership receipts to the Treasurer.

**7. Coach Representative: D. BOHANE**

Coordinate/assist CHS Athletic Director to supervise team fundraising efforts; - Act as a liaison between Coaches for all teams and the Booster Club; and - Present any team funding requests to the Booster Club and CHS Athletic Director.

**8. Members at Large (up to three): OPEN 2012**

- Solicit and coordinate Team Representatives; - Coordinate CHS Athletic Gear and Cloth Distribution; - Assist with Communication and Fund Raising Efforts of Club.