**Lady Jaguar Basketball Booster Club (LJBBC)**

**Meeting Minutes**

8/16/2021

**Call to Order, Quorum & Welcome**

*President: Arni Adams called the meeting to order at 6:02pm.*

*Attendees: Arni Adams, Francine Gonzales, Deb Ward, Brandon Meche, Scott Williams, Coach Nelson, Coach Blair, Coach Gillham*

**Agenda**

*Secretary Report: Deb Ward*

* Scott Williams approved, Francine Gonzales seconded minutes from May and posted to website
* Google Drive Docs access to Board & Committee Members
* Newsletter – Send out 9/30
* LJBBC Website Update: Coach Blair (Blairs@lisd.net)
	+ Domain Name renewal – 11/2021
	+ Host site renewal – 9/2021
* Coach Nelson gave Principal Russell the Purpose Form to approve our Booster Club 2021-2020 & to file with LISD

*Coaches Update: Coach Nelson*

* Current Situation – no COVID restrictions, returning to cash at the door for game
* Coach Nelson should have finalized important dates by end of week
* Game Schedule – No JV2 this year
	+ 4 Tournaments planned, including the Varsity San Antonio Tournament
	+ Fees per tournaments per team
	+ No FMHS Tournaments hosted by Lady Jags
	+ Will have Fall play this year
* Tip Off Parent Night – 9/15
	+ Freshmen 6-7pm
	+ JV/V – 7-8pm
* Meet the Jags –
	+ possible date 10/28 @ 6:30pm need to coordinate with boys
	+ signs in storage
	+ look at balls to throw out to crowd will need to order more ASAP
	+ Call Forest Vista elementary school to sing anthem
	+ Reach out to cheer/rosettes or Liberty Bells to perform
* Alumni Night – 12/17
* Senior Night – 11/16, 2/8 possible dates – need to coordinate with boys
* 60 Binders to Order: 1” or 1.5” in white, grey or blue (Amazon)
	+ Banner & Individual Pictures: Sean Pokorney – Coach Nelson will look at dates
	+ Spirit Wear (Chris Adams): Lewisville Lettering – Coach Nelson has approved

*President Report: Arni Adams*

* Photographer/Videographer: Arni reached out to a potential photographer, John Knope. He'd like to see the game schedule before he will commit; he offers the same/similar pricing as Lorenzini, but he has more people on his staff
	+ Senior Pictures - When roster if finalized, Arni can coordinate when John and the girls will be available
* Banquet (Murli Gummakonda) – March 7, 2022 at the Marriott
	+ Deposit & Contract Signed
	+ We have until December to cancel? (like previous year)

*VP Fundraising Report: Scott Williams*

* Fall: Free-Throw-A-Thon
	+ 10/18 – shoot
	+ 10/25 – money due
	+ Brandon will collect money @ FMHS both 1st & 4th periods
* Spring: 3v3
	+ Looking at weekend after spring break
	+ High School & Middle School Brackets
	+ Must be FMHS students/MS feeder schools
	+ Include Co-ed teams
	+ Look into refs
* Sponsorship Banners
	+ Look at current VB & Football sponsors
* Stretch Lab
	+ 25 open slots for stretching – would get $15 per person (100% proceeds) = $375
	+ Maybe able to do 2X

*VP Concessions Report: Francine Gonzales*

* Per UIL Guidelines: (Last year) Schools may provide food, water or other drinks. If they provide these items, schools should do so in a manner that ensures students are not sharing these items. Areas should be cleaned and disinfected frequently. Schools should make hand sanitizer, disinfecting wipes, soap & water or similar disinfectant readily available in these areas
* We can return to normal sales of food this year.
* Boys team are looking at bringing in vendors (ex: Chic-fil-a, Pizza…) to sell at games
	+ Possible flat fee per season or percentage of profits
	+ One stipulation is girls & boys must have equal opportunities
	+ Francine & Coach Nelson to do more research
* Remind Coach to check volunteers against Voly

*Treasurer Report: Brandon Meche*

* Membership Dues for 2021-2022 will stay the same - $150
* Financial Audit: Brandon will follow up to make sure it is completed
* Bank Account Signature Changes
* Liability Insurance – will change, cost will now be $630 vs $1023
* Accounting Software – purchased annual online subscription
* LISD Submissions Update: 2020-2021 Annual Report, Annual Certificate
* 2021-2022 LJBBC Budget Review & Approval will be ready for the September meeting
* LEF scholarship – 7 Seniors (6 players & 1 manager), forms due 10/23
* Determine Tax Free Day(s)

**Adjournment and Next Meeting**

Arni Adams adjourned the meeting at 7:47pm

The next meeting(s) will be September 9th – planning meeting for Parent Tip Off and September 15th Parent Tip Off Meeting

*Parent Tip off Meeting Notes / Check List:*

* **Freshmen & Upperclassmen meetings**
	+ Monday, September 15
	+ 6-7pm Freshmen, 7-8pm JV/V
	+ Try to book FM9, back up Arena
* **Forms for Tip off Meeting: Majority of them ONLINE**
	+ Welcome Letter/ inform: Coach Nelson
		- Will send home with girls
	+ Online Equipment Store: Coaches Nelson
		- Shoes
		- warm up jersey (with last name only)
		- will give girls the link
	+ Booster Club Membership Forms: Paper & Online
		- Deb has a copy from last year & will update
	+ Game Schedule: Paper & Online
		- Coach Nelson print
	+ Important Dates (Including Meeting Schedule): Paper & Online
		- Get from Coach Nelson
	+ Spirit Wear Order forms: Chris Adams
		- Online
		- Confirm Tax free day
	+ Volunteer (Voly) Information: Share information online (include link on website & newsletters)
	+ Concessions & Banquet Volunteer Shifts (Sign Up Genius): John Eddington (also put link in Newsletter) also buy out option? Coordinate with Boys Booster on game overlap dates

Not needed at Parent Tip Off

* + Game Day Meal Order Forms: Shelly Bingham (Google forms –once teams finalized)
	+ Player Program Dedication forms: Barbara Milwood
* **Current Online Forms for Parent Tip Off**
	+ Important Dates
	+ Booster Club Meeting Dates
	+ Kroger Rewards – how to register
	+ Game Schedule posted online
	+ Link to Spirt Wear
	+ Sign up Genius for Volunteer
	+ Voly link
* **Money Collection**
	+ Credit Cards
	+ Checks
	+ PayPal
	+ Tax Free Day (when?)