**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](mailto: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?)