

## November LNHS Speech Boosters Board Member MINUTES

Monday November 14, 6:30pm

Attendees: Michael Weinstein, Shannon Earle, John & Kris Bermel, Claudia Glinkski, Carmen Meyer, Naomi Drenk, Michelle Weinstein, Michael Hjort, Chris Hjort, Jenn Baese, Josi Hellier, Greta Schetnan

### ACTION ITEMS IN RED

1. Action Items from October Meeting
  - a. Migrating documents from one gmail account to another (**OUTSTANDING, Shannon & Tracy**)
  - b. Coaches bios (**OUTSTANDING, Jenn to remind coaches**)
  - c. TCF Bank account permissions/account access - Complete, has been updated to reflect current board positions
  - d. Hotel policy - offline discussion led to the decision to NOT publish a policy on hotel policy. Instead, the goal is consistency & transparency between trips and coach/parent/student interactions.
  - e. Status of Speech 101 Training/Judge Training
    - i. Preference for one night (especially with advance advertising). Night of the week does not matter. Goal to pick a date before Mock TRNY (Mock TRNY is Jan 13).
    - ii. Would like to offer parenting shadowing at early TRNY. Apple Valley is preferred date & location. Jenn is discussing doing other "super fan" activities at Apple Valley. Potentially consider doing a second parent-shadow date at Eastview.
2. Fundraising Updates (**Goal to organize strategy before parent meeting in committee to present to parents**)
  - a. Open a non-profit paypal (**Shannon Earle to set up account & ask KJ for help in how to link that up with our website**).
    - i. Use for collecting donations this year
    - ii. Use to collect booster fee this year
    - iii. Paying for suckers
    - iv. Consider for future use this season, including selling tshirts
  - b. Executing sponsorship strategy
  - c. Survey - asking parents if they have a connection to a donation stream, (ex. a company/business in the community, employers that do corporate giving/identifying multiple families with similar employer)
  - d. Individual Fundraisers
    - i. Sucker Sales
    - ii. Bagging Groceries
  - e. Medium Range Events

- i. Max W Play - tentatively planned for Monday January 23rd. **Events to be ironed out in future, in collaboration with fundraising committee, Whitney, and Max.**
  - ii. Watch Me Draw event - decided to do one event (capacity of 25) - **Need to pick event date**
  - iii. Grocery Bagging Date
    - 1. Cub Near Green Mill - Nov 22nd
    - 2. Cub Near Teresa's - Dec 30
  - iv. Firehouse Event: Made roughly \$500 in just 2 hours. Many notes made for how to improve (Claudia will shared with Carmen for her fundraising notes)
    - 1. Left-overs: 12 dozen cookies, salsa, water, cups, \$23 Cub giftcard, 4lbs of taco meat.
- 3. Team Info Hand-Out (**Chris Hjort to edit, Carmen to inquire about getting color copies donated**) Need to print roughly 120 copies, potential to have spare copies in B&W.
- 4. Volunteer Needs
  - a. Have all volunteer needs pre-populated in Volunteer Spot (done)
- 5. Parent Meeting
  - a. *Parent Meeting Date: November 28th, 6:30pm*
  - b. Have bank of laptops with website cued up available (Jenn ordered) with one parent staffing. Use for volunteer sign up, booster fee, fundraising survey link. Laptops should be available before and after meeting.
  - c. Meeting format includes covering main materials first with novice parent info & student performances after. **Michael & Carmen to speak on behalf of booster board.**
  - d. **Jenn to organize students selling swag.** No treats this year.
- 6. Half Night - January 13
  - a. Shannon Earle to make meat, use left-over supplies from Fire House. Details TBD, in future meetings.
- 7. Treasurer's Update
  - a. \$4,000 Anonymous Donation to be used to for traveling team trips. Going forward, we need to 1) maintain clear documentation of what trip cost/hoteling cost by (accommodations per room by room or traveler) and 2) diffuse hoteling cost incurred by ANY traveling team members to best meet the competition needs of traveling students. These spending decisions are made at the discretion of the head coaches.
- 8. Website - **Greta to ask KJ if notification function is working properly.**
- 9. Booster meetings moved to 2nd Monday of each month
- 10. Next Meeting Topics
  - a. Annual Board Meeting to replace mid-season meeting. Michael to consider appropriate dates.
  - b. Publishing booster prior to parent meeting. **Jenn & Michael to consult on documentation of booster fee.**

NEXT MEETING DATE: Monday December 12th @ 6:30pm  
MINUTES APPROVED: Unanimously