**Kiltie Booster Meeting**

Date – 9.11.2023

Location – Kiltie Band Room

Call to order – 6:00 pm

Adjourned – 7:42 pm

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| Reports | Discussion | Action |
| Call to Order Approval of Minutes | Minutes from 8/14/23 meeting presented. | * APPROVED-
* SECONDED-
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| President’s Report:Carri Radford | **President’s Report*** Welcome All Participants (Recognize new members)
* Still looking for Volunteers for “unfilled positions”…(Alumni Night, Videographer (10/13, 10/27, 11/3—Allison will add to SignUp Genius)
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| Director Report: Mrs. Lewis (absent) | * Working on “Future Kiltie” T-shirt Sizes for 11/3/23 from SMS, Brookside and SSAS (hopefully by 9/15)
* Gatlinburg, TN Trip—Wind Ensemble 4/12-4/14 Smokey Mountain Music Festival ($969)-Company will collect funds directly from individual families. If a student has funds from fundraising in CHARMS, the parent will have to request for it to be sent to company. Trip is still awaiting school board approval, so it is considered tentative.
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| Committee Reports | **Treasurer’s Report (Sandy Prenosil)-*** No Official Report
* Estimated $5000 income at Concessions per game
* QuickBooks Email for Receipts is being tested and may allow the Boosters to go paperless
* Current W9 to collect 1099 Forms from vendors/instructors (Ms. Lewis is sending out)
* Department of Agriculture has informed that Booster Officers must sign a “Conflict of Interest” for us to have a Solicitation Permit
* Working with Craig Steinwall, a CPA, to assist with Booster Taxes

**Volunteer Report (Allison Baird)*** Going well (made over 100 nametags and working with new volunteers
* All out of Men’s Medium Volunteer Shirts and only 2 Men’s Large left, also out of Woman’s XL or XXL (most people have volunteer shirts at this point)
* SignUP Genius are going well. Some emails are still not receiving the SignUp Genius emails. A Help Ticket was completed and was only a temporary fix. There are typically about 20 emails bounced back.
* Venice SignUp Genius has been sent out.
* When SignUP Genius is requested please include the number of volunteers, time slots etc… The more details the better.

**Uniforms Report (Laci Tonnesen)*** Thank you to all who have helped with Uniform Distribution Day and CHARMS!
* ADOBE Signature required for purchase of vests—C. Radford will follow up
* Future KILTIE T-Shirts will be ordered with Shane, Lisa has already sent sponsor names
* Students have not needed to “borrow” any uniform parts…students are asked to leave their phones as collateral

 **Fundraising Report (Kitty and Lisa)*** Sent the list of current sponsors (see below)
* 2 Banners will need to be replaced due to the storm
* Roni will be working with Vendor Approval for our KILTIE CARD Fundraiser. Once vendors are selected it will take 3-4 weeks
* PDQ Spirit Night is 9/21/23
* PDQ Online Orders will be provided in next Kiltie Email
* PDQ Cards Sales via CASH/CHECK in dropbox
* Kiltie Game Night—Saturday, November 4th, potentially charging $15-$20 dollars per person or at a discounted rate for teams…this is still being decided
* QR Codes for either SQUARE of “Affinpay” will be discussed
* Applebee’s Breakfast is requesting a committee
* Alumni Letter for Scholarship Donations will be written and approved to increase awareness and potentially recognize at Alumni Night
* Publix (Landings) Fundraising Weekends (add 9/30, 10/7, 10/8, 10/20, 10/21, 11/4 and 11/5) from 9am to 4pm

**Concessions Report (Fred and Lorrie)*** Concessions is busy
* Concession volunteers will be broken into shifts. One from start to beginning of Halftime (roughly 8pm) and that a new shift that BEGINS at Halftime (8pm) through the end of the game (2 volunteers)
* Going forward for CONCESSION 1: 6 total (2 open, 2 middle 2, and 2 at End)
* Going forward for CONCESSION 2: 4-5 (2-3 inside and 2 for Drink Cart) Drink Cart people can be moved where they are needed (9/21-Roni Murray, 9/27-Megan Dunkel, 10/11, 10/12)—SignUP Genius will be sent for 5-8pm…game starts at 6pm

**Chaperones Report (Becky Stiff)*** Going well! 😊
* Are there expectations written for chaperones? Like eating in stands, etc… Vicki will share out chaperone expectations.
* As per Ms. Lewis: If parents are in a Volunteer Shirt or a staff member they are allowed in the stands, otherwise they are not permitted in the stands.
* Registration of Volunteer Hours on the RHS Kilties Website. This link goes to the Raptor system.
* Ms. Lewis sent the old guidelines that need to be updated to Becky and Vicki.

**Field/Stage Crew Report (Chris Povolish & Jamie)*** Allison has tried to solicit cups from 7-11.
* Amazon Order was placed for cups.
* 2 packs of 400 cups have been purchased by a parent.

**Kiltie Store-(Lori & Tunda)*** No Report

**Charms (Kristen Salzman)-*** Payments for Fair Share Fee have been coming in. There are a few that are outstanding and reminders will be sent.

**Social Media (Bridget Schurawel)*** Everything is going well.
* Please include ALL details and dates (when, what, where, how etc…POSTING DATES) so that the post can be created. This saves the time for multiple communications.
* Creating spotlight posts for business partners (1-2x a week)

**Alumni (Kim K.)*** Working with Allison to create digital form to gain information for alumni participating in Alumni Night (instrument, shirt need/size, etc…). This will be posted on social media to attract alumni who do not have registered emails with the band.

**Transportation Updates (Alex)*** Small Trailer repairs are coming along. The trailer is from 2001 and has 2 areas of frame rusted out. This may be something that we will be able to use for 1-2 more years and will have to see if we want to keep putting money into this project.
* 2 Tires need to be replaced and will need someone with a Kiltie Card to meet them at Walmart so that these can be purchased. Alex will work with Sandy P. to make this happen.
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| Ongoing Business |  |  |
| New Business | **Venice Away Game-**Need Chaperones |  |
| Meeting Adjourned |  | * MOTION-Allison Baird
* SECONDED-Becky Stiff
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Next Meeting: 10/9/23