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**Lake Washington High School Booster Club**

7:30-8:30pm, September 20th, 2021—General Board Meeting MINUTES  
On-line Via MS Team

**Call to Order via MS Teams Video:**

Janis Rabuchin, President, called the meeting to order at 7:32p. Attendees included:

|  |  |  |  |
| --- | --- | --- | --- |
| Booster Club | Attendee Name | Club Role | Present |
| Band | Jeff Reeder | Treasurer | X |
| Boys Baseball/Girls Softball |  |  | N/R |
| Boys Basketball |  |  | N/R |
| Boys’ Golf |  |  | N/R |
| Boys’ Soccer | Kim Goodfried Ruoh-Shin Lumpkin | President (incoming) Treasurer | X X |
| Choir | Bobbi Braymen | President | X |
| Cross Country/Track | Susie Wright | Co-President | X |
| Dance | Michelle Schuster Malia Karlinsky | Co-President Co-President | X X |
| Football | Alison Sheffer | Varsity Rep | X |
| Girls Basketball | Maureen Boctor | Treasurer | X |
| Girls Golf | Maxine Lee | Treasurer | X |
| Girls Soccer | Patty Studer  Britt Domer | President (incoming)  Treasurer | X X |
| Gymnastics | Liz Hanski Jeannine Gilmer | President  Treasurer | X X |
| Orchestra |  |  | N/R |
| Swim / Dive | Melissa Nilsen Kay Larsen | Treasurer President | X X |
| Theater/Drama | Shanna Barr Jenn Malick | President  Props | X X |
| Volleyball |  |  | N/R |
| Wrestling |  |  | N/R |
| LWHS Leadership | Christine Bell | LWHS Principal | X |
| Exec Board | Janis Rabuchin | President | X |
| Exec Board | Christin Walenczak | Vice President | X |
| Exec Board | Britt Coma | Treasurer | X |
| Exec Board | Amy Reeve | Co-Treasurer | X |
| Exec Board | Rick O’Leary | Athletic Director | X |
| Exec Board | Mary Pope | Secretary | X |

**Secretary:**  
Mary motioned to approve the June Minutes. Motion was seconded. June Minutes approved.

**Treasurer Update (Britt):**

**Monthly Review:**

|  |  |
| --- | --- |
| **Cash as of 08/31/21** | |
| $230.95 | PayPal account |
| $22,751.49 | Umpqua account |
| **$22,982.44** | **Cash Balance as of 08/31/21** |
| ($5,000.00) | Reserved Funds |
| ($230.95) | PayPal Scoreboard Reserved Funds \* |
| ($1,343.25) | Umpqua Scoreboard Reserved Funds\* |
| ($324.79) | Amazon Smile Scoreboard Reserved Funds\* |
| ($2,620.87) | Distribution Log from 07/19/21 Meeting |
| ($300.14) | Distribution Log from 08/09/21 Meeting |
| (2,880.00) | Distribution Log from 09/21/21 Meeting |
| **($12,700.00)** | **Total Reserved Funds** |
| **$10,282.44** | **Cash balance of non-reserved funds** |

1. Monthly recurring talking points:

* **Accounting Reports:**  a. *Cash Balances*- see table above, b. *Reserved Funds* and c. *Matching Fund Log Sheet* $2,880.00
* **Receivable Update:** Amounts owed from 2020/2021 School year – 5% contribution - TBD I will have final amounts once 990 docs are completed by the Booster Club Treasurers.  Britt will be sending out a payment notices on Monday (09/20) to those booster clubs that have completed their 990 worksheets.
* **Review of non-cashed checks:** (Confirm the booster club Treasurers are in receipt of checks) Football –Ck #1006 dated 12/07/21 in the amount of $875.00 will be cancelled and new check resubmitted 08/05/21

1. Review attached schedule of Reserved Scoreboard Funds dated 09/21/21 – no change in $$ amount from previous month
2. **UPDATE ON YEAR END DATA – 990 Submission**
   * Boys Soccer – missing all information Ruoh-Shin is committed to getting to me by Monday (09/20) evening
   * Orchestra and Wrestling – need physical copies of Bank Statements; need assistance in contacting Brandi Comstock. Orchestra is having a hard time switching their members over and switching their bank account. I think we need to get Lisa & Brandi on the bank account. Melinda might be an option(?)
   * Dance – Britt has a few questions for treasurer before finalizing
   * Gridiron – Britt has a few questions for the treasurer before finalizing
3. Provide direction/vote on how to use AmazonSmile funds for 2021/2022 school year.
4. Reminder Budgets!
5. Formally address closure of Band, Choir, Orchestra Boosters, and re-introduce and complete paperwork for Music Booster.

**Principal (Christine Bell): Club Fair** is this week. **Curriculum Night** and PTSA Parents Night on the 22nd or 23rd. PSAT/SAT is happening this week too. **Homecoming** is coming up. We are very excited! Game is on the 15th. Food trucks will be there for Homecoming. 16th Carnival. Students will dress up and have an event. Mr. Grundl and student leadership folks are working hard. **October surveys** coming out to make sure we’re doing everything possible. **Updates to campus:** New Banners, New Art, New student photographs. **Tents to come in to help us at lunch as the weather changes**. **Lots of new counselors**. **Next week Coffee w/Christine** is both virtual and in-person. **Brand-new college advisor**.

**President’s Report (Janis): 100th year Anniversary** - Janis mentioned different ways to incorporate the 100th year anniversary. Please let us know if there are logical things for the Booster Clubs to help out with. **Janis shared a quick list document (which she will also email to the group) of all the things people should have/know related to being in compliance with Booster Club rules**. She will put it in the Groups.io. **Attrition:** Would like to be able to back-fill ourselves. If you know of anybody or as you’re meeting new parent volunteers who might like to join the Exec Board, please consider. **One Green Planet recycling event** – electronics, etc. They come out and take these things and recycle them in a ‘green’ way. **Adrenaline Fundraising** includes Sheets fundraiser. Was a very straightforward, low-touch fundraiser. They have lots of other ideas. **Ad Commitments:** Making sure we are following through with ad commitments. Actively working on pricing packages and who is doing each piece of the process. You guys (Booster Clubs) will be the sales force behind ad sales. If people want to buy Scoreboard Ads, they will be able to do that through our website. We are working with Mr. Green (Marketing Teacher). He will help with having his kids create content. **Paypal:** Amy Reeve is helping with matching funds and scoreboard project. She updated the Umbrella Club’s Paypal account. Created Paypal buttons for each Booster Club. A QR code was generated for each Club. That way when money comes into the Paypal account, it’s tagged for each Club.

**Athletic Director’s Report (Rick): Sports Updates: New Gym -** Many of you have been in our new gym. We’re very excited about that. **New scoreboard** is up and running. Still working out some kinks. **Ticketing options** - Moving toward an online ticketing option. Still getting through a few layers of approval. Wednesday we will start back with Kang passes (10-punch for $80). Decided the $3 convenience fee was too much. Dropped to $1. Using the same system we use for PE shirts, etc. **COVID -** Increased attendance of students. We are thinking we need to expand our student section. Asking parents to use a different section. Want to keep kids safe and spread them out more. **Participation** - Great participation in Sports and Clubs this fall. Kids are yearning to makeup for last year’s quarantine. Trying to accommodate that in every situation. **Impact of 1660 Bill** - We used to have a waiver fund, a set amount to help families in need. Now with the new bill all kids on free and reduced lunch are grandfathered in, but the bill leaves a number of other families in the gap who don’t quite qualify, though still can’t pay fees. We are looking to create a fund that could help those families. I estimate maybe $2500 this year. The Exec Booster Club voted to kick-off this fund with $1000. The $$ will be held in reserve by the Boosters until needed. I’d invite any and all Clubs to also contribute to that fund. **Janis suggested we have a line-item in the Booster Budget for this fund** so we can better manage the money and make sure it gets to the students in need of help with participation fees. **Questions?** Jeff Reeder wondered if that bill has any effect on the music programs. Rick said “yes”. All fees need to be waived for kids with free and reduced lunch. ASB costs are covered by the school, but trips (e.g., band trips), team sweatshirts, etc. are considered extras beyond basic participation costs. There is no mechanism to fund those for free and reduced lunch students. Susie Wright asked about the cost of pop-up tents for x-country. Rick said that should be covered.

**Around the Horn:**

**Band/Music (Jeff Reeder):** We are refactoring our music program. Getting our requirements in line to join forces. Then we can get to the fun stuff. How to raise money and spend it. Hoping to lineup some cool fundraising activities. One idea is a swing-band night or music night. Maybe during the after-xmas lull. Just an idea now. Hope to make it a reality.  
**Diamond Club: N/R  
Boys Basketball: N/R**  
**Boys Golf: N/R  
Boys Soccer (Kim Goodfried):** All 3 of us are new. We’re just getting our feet wet and figuring it out. Britt Domer is here. Very excited about the Kang Card. Not sure yet about fundraising. Did have a fundraiser.  
**Choir (Bobbi Brayman):** Nothing separate/additional  
**X-country/track (Susie Wright):** Having a great season. Started having our pasta feeds again. Having them outdoors. Getting lots of parents signing up to host. Full group of officers for Booster Club. One new and 4 existing.  
**Dance (Michelle Schuster):** We’ve been busy. Several different fundraisers. Raised over $2000 at Brown Bear carwash. Had a Jr. Kangs Dance Camp. Great turnout. Had to scramble for indoor space that had AC given the high heat. Participated in Duck sales with Kirkland Rotary. Raised over $600. Still working on sponsorships. That’s been tough. Have another camp coming up in Oct. Have a home competition in Nov. Hoping for online letter-writing also. It’s a new group. Been hard to get to know each other given COVID, but did have 1st meeting in-person. I think I’ll be able to rest in April. It’s all good.  
**Football (Alison Sheffer):** Football is going great. We have 3 new Board members this year. 1 Freshman and 2 Sophomores. One of them may be a good fit for the Exec Booster Club. He’s a communication guy. Our goal is to raise $40,000. So far we’ve raised $20,000. Really pushing matching program. Have a raffle program coming up. Do have some sponsors interested in the scoreboard. We are kicking off an electronic program this year. We will have a QR code to put up at the game that will link to our website and roster. Will allow our programs to be electronic. Have had great success with volunteers. Lots of parents are excited to be back. Looking forward to Bellevue this weekend.  
**Girls Basketball (Maureen Boctor):** Managed to squeeze in a Kangs camp. Running a tournament. Lots of teams participation. Very good for our fundraising. It’s a lot of work. New gyms are awesome. Hope to bring in between $12-13,000 with camp. Big expense is the refs.  
**Girls Golf (Maxine Lee):  
Girls Soccer (Patty Studer):** New to the Booster Club. Britt Domer is also here. She has been our Treasurer for the past couple of years. Have close to 70 girls on over 3 teams. Very excited. Great talent. Cautiously optimistic we’ll be defending our state title. Doing largest fundraiser now through “Give Butter”.  
**Gymnastics (Liz Hanski):** Season starts in 1-2 months. Coach is getting ready to order new uniforms, which is one of things we set up our Booster Club to help fund.  
**Orchestra:** Already covered in newly formed “Music Booster” update.  
**Swim & Dive (Kay Larsen):** We have a great girls team this year. Have had 2 meets so far. Some girls have received their state times. Fundraising: haven’t done anything formal. We collected donations at a meet. That was easy. As far as volunteers go, we’ve got a lot. Coaches are great. Kids are great. Hopefully we’ll have a big state team.  
**Theater (Shanna Barr):** Very excited about this year. Gearing up for our first in-person Musical performance (Chicago) in May since we had to cancel Grease. Will also be doing a play in December. Theater club is up and running. Improv team up and running too.  
**Volleyball:** N/R  
**Wrestling:** N/R

Janis adjourned the meeting at 8:41p. **Next Meeting, Monday, October 11th, 7:30-8:30p.**