

**Lake Washington High School Booster Club**

6:30p, October 12, 2020—Executive Board Meeting Minutes

**MINUTES**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** | **Present** |
| President | Janis Rabuchin | X |
| Vice President | Christin Walenczak | X |
| Athletic Director | Rick O’Leary | X |
| Co-Treasurer | Britt Coma | X |
| Co-Treasurer | Erin Hofman | X |
| Secretary | Mary Pope | X |

Janis Rabuchin called to order (via video) the LWHS Booster Club Executive Board at 6:34 pm on October 12th, 2020. Those present included: (above)

**Review / Approve September Meeting Minutes (Janis):**Mary made a motion to approve the Executive Board Minutes from September. Per Janis, there were some banking numbers that Britt clarified. The motion was seconded and approved. September Minutes accepted.

**Treasurer Update (Britt):**
**Register bank balance** at the end of the month is $10,483.41. Received $625.00 in matching contributions; they were distributed to Boys Basketball. Britt and Rick will be reminding the Booster Clubs treasurers to submit budgets for 2020/2021 school year, requested budgets to be submitted by December 1, 2020; Matching Funds received after December 1, 2020 will not be distributed to Boosters unless budget has been submitted to Rick O’Leary. Britt requested Rick share copies of submitted budgets for record keeping purposes. 990 forms are almost completed and ready for submission to CPA, Greg LaCombe. As of today’s date, still missing 990 worksheets from the Dance & Orchestra Boosters. Also, need to reach out to Dance team, the Dance Booster sent in a $1.3k donation, but I don’t have any paperwork. Dance team also used to have their own 501c3. **Amazon Smile**: Mark Vincent from Dance Booster asked if the Executive Booster Club could transfer their Amazon Smile monies to them. Britt is in receipt of an Amazon Smile statement that Mark Vincent had sent her showing that the money ($65.33) was for them. Executive Booster Club concluded that further research was needed, and Janis would reach out to Amazon for further clarification. Also concluded that we should reach out to Booster Clubs and confirm how they would like to designate funds from the Amazon Smile program. Do we want to vote on how to use the Amazon Smile program funds? **Scoreboard:** Rick O’Leary gave an update on the status of the LWHS scoreboard project. The Executive Booster Club donated $7,500 toward the scoreboard in December 2019. Update is as follows -Based on tallies from various sources including district facilities dept, etc, plus donations, the school has about $115,000 earmarked for the scoreboard. Total cost, all in, with install will be about $150,000. Timeline is this fall/winter if possible. Rick is working with vendors and trying to think of some creative ways to make the purchase of the scoreboard timely as possible. **Fundraising:** Janis talked to One Green Planet. They spend about $4000 promoting. You can bring anything with a plug to recycle. They upcycle it. Could potentially raise a couple of thousand dollars for Booster Club. We are on the waitlist for an event day Fall 2021. Christin said Crossfire has a food truck every Saturday. They raised $2000 on Saturday. **Bank Change:** We can change banks. Sent out an email with requirements which seem pretty simple. I DO have some deposits I’m sitting on. Haven’t driven to new bank branch in Bellevue. Umpqua across the street from where OPUS/Pacific Premier was is quite close. Sounds like they are pretty easy to work with. He can input all that stuff. Would be an easy transition to have a local bank with no fees, with hopefully better online system than Pacific Premier. Britt thinks we should do it. Janis made a motion to change our banking from Pacific Premier to Umpqua. Motion is seconded and approved. **Gymnastics Documents:** Jeannine Gilmer still owes financial page of registration/application. **Donations via ASB or Direct:** We are holding until we get more funds, until we deliver in a lump sum. They write check to us, at certain intervals, we can send to ASB. **5% Checks-A/R Update:** Upon review of the 990 worksheets Band and X-Country/Track are the only two booster clubs that participated in fundraising activities, but did have net income from fundraising activities greater than $1,000, and therefore do not owe. Girls Volleyball and Dance have already submitted payment for their 2019/2020 fundraising activities.

**Athletic Update (Rick):**
Closer to being able to restart sports. Still waiting to get approval from the district. District just put return to school plans on-hold temporarily for younger kids. Still pushing district to allow this for our kids. Teenagers need sports for their social/emotional well-being and physical health. WIAA has created an open coaching model. A new ‘summer season’ for this year, where coaches can be running drills for a variety of sports simultaneously. Governor revised the guidance around sports/activity. Left it up to each district to decide implementation. District might not approve anything, or just sports-specific things. Kids would need to be masked when they come/leave/stand on side of field/court, but not during strenuous activity. **Best things parents can do is get kids registered for their sports via FinalForms.** That will allow us to create pods of 6 kids. Soccer has shown that these guidelines can work. Different designations of low, med, high risk categories. We could still allow all sports to have some activity with med risk. If we are at low risk, kids don’t need to be in pods. Likely will need to start in small groups to see how things go.

**President Update (Janis):
Training Session:** Zoom training this Thursday, Oct 15th. **WSBCA:** Steve Beden didn’t have any luck convincing insurers that we should have Clubs insured under our Umbrella plan. Sticking issue is one linked bank account which is not feasible now. When we DO start things back, we as an Exec Board, will need to look at the fidelity and media coverage. Want to make sure we are communicating where the stance is on insurance. Might make sense to just stick with AIM.

**Adjourn:**Meeting adjourned at 7:28pm.