

PHS Pirate Booster Meeting September FINAL Minutes

September 14, 2021 - 7pm Meeting via Zoom

Attendance:

Tony Medina
Jen Lang
TerrieAnn Jones
Ken Kiesler
Deana Paddack
Jen Tallian
Lauren Williming
Brandie Langer
Jennifer Krieg
Lisa Patano
Emily Ratajczak
Amy Stojkovich
Shelli Sarg
Vanessa Nickel
Joanne Ball
Allie Gilles
Amy Springer
Colleen Hubbard
Danielle Smith
Rita Rokas
Rebecca Zach
Michelle Simons
Kim Huefner-Wilson
Chanda Lyons
Jen Brack

Call to Order: 7:03 pm by Jen L. Motioned by Kim. Second motioned by Jen T.

Agenda Approval: Adding Lou Malnati's to the Committee Updates.
Kim motioned to approve the Agenda with the changes, Brandie second motioned to approve. Agenda approved. Also need to change the order of the agenda and have Mr. Medina speak before the committee updates. Lisa motioned to approve the change in order, Kim second motioned.

August Minutes Approval: Deanna motioned to approve the August Minutes. Brandi second motioned. August Minutes approved.

July & August Financial Reports: Kim asked a question about the \$\$ for yard signs. Ken said that we haven't received money from the district yet so that will be reflected later. Ken will also look into the 1 credit card sign purchase. Deanna motioned to approve the July financials, Kim second motioned. Kim motioned to approve the August financials. Allie second motioned. July and August Financial Reports approved.

Secretary:

- Bylaws - At the beginning of each school year, the booster board members need to read the bylaws and indicate that they've received and read them. Jen T sent an email with the Bylaws and the verbiage that can be emailed back. Most have responded, just a handful left. If you got an email from me on 9/9, please respond back.
- Please make sure your Zoom screen name accurately identifies you. We take attendance using the screen names so it's helpful to have accurate info especially with so many new faces. :)

Vice President:

- Audit Committee - Every year we do an audit of the books to make sure all of the financials are in line. Deanna will reach out to a few members to help. Will be conducted in October.

President:

- 50/50 - This Friday at the Football game. Need several people in the booth and some walking the stands. Winner announced at end of 3rd quarter. Winner must be present. Link for volunteer signup was included in the email with the agenda.
- Volunteers for Volleyball and Football Concessions: No grill concessions this Friday because not enough volunteers. Will have pizza and drinks. Partnering with Football, Cheer, and Band. Thankfully we are full for homecoming.
- Still need help opening and closing for Volleyball concessions. Vball parents are covering the shifts running the concessions.
- Requests for funds - if you need to go over your budgeted amount, you need to bring that request before the board for approval. If under, don't need to ask again for purchases.

Principal Update: Mr. Medina

- Great start to the year. Kids are in a good place.
- Covid numbers are good. Can view the dashboard.
- Open house numbers were good.
- Juniors - SAT prep started. Keep an eye out for more info
- Oct 5 College Night hosted at Palatine

- Homecoming week starts Sept 27th, various activities, football game Friday, and dance 7:30-9:30 in the tent on Saturday 10/2. Have rain date of the following week.
- Sept 22nd - progress reports
- 1st generation college night via Zoom 9/16

Committee Updates:

- School Store - Joanne
 - Online store did great - about \$10,000
 - Aug sales about \$7000
 - Requesting additional funds to order more stock before homecoming: \$5000 for restock of sweatshirts and hoodies. Some marketing for banners to indicate where the school store is.
 - Brandi motioned to approve an extra \$5000 for school store, Allie 2nd motioned.
 - We need to provide lights and they have to be taken down after each game. Maintenance will help put them up but can't provide. Allie has some string lights.
 - Need a few more volunteers for football games.
 - After looking at the numbers more closely, Joanne realized that they really need approval for \$8000. (To cover purchases already made and the restock.) Allie remotioned to approve \$8000 for school store, Deanna 2nd. Approved.
- Craft Fair - Amy Stojkovich
 - Saturday, November 6th
 - Vendors are sold out and have a growing waitlist. Getting cancellations but are able to fill from wait list.
 - \$12,500 payout of about \$11,000
 - Added food trucks. Danielle is setting that up. Taco Truck will do preorders which will be good for vendors.
 - Signs for craft fair.
 - Amy will reach out to the person who coordinates volunteers and ask about reaching out to Harper for student help.
- Lou Malnati's - Colleen
 - Can we run Lou's similar to how we did it last year? The sale will run October 1-31. For orders placed Oct 1-15, Colleen will place order, deliver 1st week of Nov. then orders placed Oct 16-31 will target 3rd week of November for distribution. Local will be delivered. Others will be mailed.
 - Brandi will update the site.
 - Will get the info out to the various outlets.
 - Still same price
 - Incentives - 3 prizes for the top 3 sellers from the Booster board.
 - The board agreed that October is good.

New Business:

No New Business

Adjourned at 8:00pm

Motion to adjourn by Kim. Joanne 2nd motioned. Meeting adjourned.