



ARROYO BOOSTER MEETING

Location:	Room S-4
Date:	10/10/23
Time:	7pm
Facilitator:	Jessie Budge

Meeting Called to Order @ 7:00pm, Motion: Kerri Chicas, Second: Nina Martinez

1. President Booster Club Report
 - a. The by-laws are updated and sent out to the board for review. See copy of updated By-Laws. Need motion to adopt new bylaw. **bylaws update, removed erroneous items from the actual bylaws, as this document is to be included with taxes and other areas. Want the document to live in a way that will keep boosters up to date. Recommended to remove mention of events; possibly move away from individual event coordinator to an Event Director to oversee getting different volunteers to head the event. Updating, and then will resend, send your updated copy to Jennifer Kerry who will compile edits to be sent out before the next meeting. Send text to group when email is sent out for additional transparency.**
 - b. Bank Account has been opened at Citi Bank. **Opened Account**
 - c. The school website has been updated. Can update with upcoming events when we have solid commitment dates. **Have communication channels open to update the website for fundraisers, events, etc**
 - d. Snack bar co-hosted with the Football teams is quite successful and has raised approx. \$1506 for both football and boosters, each. **Labor intensive but paying off. Already exceeded the profits made last year. All old merchandise has been sold out.**
 - e. Insurance quote is \$1604 for the year and will be set on 4 payment schedules. The district has approved the coverage required. **Waiting for the insurance company to underwrite our policy, but all approved and will be making the first payment as soon as it comes.**
2. Athletic Director Report: Mike Budge, MBudge@slzusd.org
3. Treasury Report/Fundraising –Financial Report Provided
 - a. Opening bank balance \$554.00 -9/20/2023
 - b. Current Bank Balance \$1920.19 -10/10/2023
 - c. The Old Chase account with \$198.35 is still open. We withdrew \$198 last Friday. Notified the account owner to close it.
 - d. Discovered we were delinquent with the Tax filing for almost 3 years, California Charitable Designation also delinquent. Documents are filled out, signed by past treasurer, checks written and mailed 10/6/2023.
 - i. 1001 \$25.00 year 2018-2019
 - ii. 1002 \$25.00 year 2019-2020
 - iii. 1003 \$25.00 year 2020-2021
 - iv. Personal Check written by Jennifer Kerry-\$25.00 year 2021-2022 mailed in sept and shows pending. Need reimbursement.
 - e. Football Snack Bar Sales: Football and Boosters have made approx. \$1684.66 each as of the 10/7 snack bar.
 - f. Still need more volunteers to run future games (basketball and volleyball), Next home game this Fri 10/13 Varsity and Sat 10/14 for JV. Need support for Varsity Game 2:00pm.
 - i. Volunteers for Homecoming Night Came on Oct 13@ 3:30pm. Football and Boosters will be BBQing Hamburgers,

- ii. Additional home games are 10/14 (only JV @11am) and 10/20 (only JV@3:30pm), 10/28 Senior Game 11am-1 or 1:30-3pm needed. Need volunteers for Varsity Game more than JV so Varsity Parents can watch their children play.

Crab feed check sent for the venue. Account is ready to be closed. Chase athletic booster account separated from football. Like to keep the finances separate as much as possible. Needed to do 4 years of taxes and charity designation to get us up to date and current. We have photocopies and scan for our records, waiting to clear the state.

Homecoming on Friday, including hamburgers, big attendance expected. Setup planned earlier for this game; cooking at 2pm, to maintain food safety standards. Class is out at 3:40pm, game starts at 4pm. JV plays on Saturday, but it is the homecoming dance night, and less attendance is expected. 3 football parents recruited to assist, also asked for 3 students to volunteer as well. Students cannot handle the money, have the students be runners.

4. Events & Fundraising:

- a. SWAG: Ordered 55 sweatshirts \$861.25 and 55 t-shirts \$144.92, plus two new prints (50 each) \$446.45. Trying out making them ourselves currently to save on printing costs. All quotes have come out to about \$1300 for 50 pieces or more.
 - i. T-Shirts for sale \$20 each S-XL and \$25 each 2xl-3xl Average Cost to make: 7.09 each; profit 12.91 s-xl and 17.91 2xl-3xl (\$784)
 - ii. Sweatshirts for sale \$40 each S-XL and \$45 each 2xl-3xl Average Cost to make: 20.11 each; profit 19.89 s-xl and 24.89 2xl-3xl (\$1168)
- b. Bingo: date 11/18 Carpenters Union Hall.
 - i. AD requested a Raffle Basket from each team.
 - ii. 50/50 Raffle
 - iii. Presell tickets for buy-in
 - iv. Some snack bar challenges. Prepackaged snacks ok. Need someone with an Alameda County Food Handlers MANAGERS Certificate to oversee kitchen.
 - v. Alternative is to buy premade food and serve that. NO DELIVERIES of food allowed during the game.
 - vi. Volunteers must be 18 but we can have Athletes helping before the game starts.
- c. Holiday Boutique: December 16th and snack bar 10-4pm. To run the same weekend at Arroyo Basketball Tournament to hopefully provide more foot traffic.
 - i. Need Vendors to reserve space for \$35.
 - ii. Volunteers for set up, snack bar and clean up.
 - iii. Potential to host snack bar other dates of tournament.
- d. Crab Feed on Feb 24, 2024: Submitting deposit for VA Building
 - i. Boys & Girls Club: Quote is \$4125 excluding security.
 - ii. Veterans Memorial Building: \$3660.50 including security & insurance. Potential reduction of insurance when they verify, we have coverage of \$379.
 - 1. Deposit Submitted 10/10 \$250 check# 1004
 - iii. Potential option to co-host Crab feed w/ Bingo MAX seating is 200, Crab feed first, Bingo after.
- e. Opportunity to work with OHP at some Professional sporting events. If we can get approx. 20 18+ to work/run a snack bar at 49er Games, Warriors Games, Cal Games. We can make somewhere between \$1000-2000 per game profit. Cashier/Foodservice.
- f. Car Show Tentative (May 11,2024)

- g. Holiday Wreath Sales: Posted on Facebook; Will be sending out info to coaches soon for online campaign.

The shirts were originally in the wrong color but have arrived as of today. T shirts are being asked for and will be available for sales on Saturday.

Bingo: requested basket from each coach for the bingo event on 11/18.

Running the snack bar at the carpenter's hall, AC safe serv manager required \$179 for class/test for kitchen use. Can bring in catered food. Cooked or pre-packed. Have we been advised how much food may sell/what quantities we should have. How many volunteers should we have for the kitchen. Possible ideas, tacos, getting a taquero who will give a percentage. Really want to focus on preselling tickets to have an idea what we need for the snack bar. We get 50% of the profit from bingo and 50/50 raffle. Proposed cost \$40 for presells. Thursday, meeting with venue again to understand the cost of running bingo game and targeting areas for marketing to increase our profitability. Also need to understand the clientele that attends regularly and possible walk-in count. Will need volunteers, must be adults, can have students help set up and greet at the door, once game starts need to have all minors vacate the premises. Possible concerns with the representative that we need to work with at the carpenter's hall, however, we are sure that we can make sure that everything stays above board.

Holiday boutique: basketball tournament December 16 concurrent with Arroyo Basketball tournament to save money on custodian, open campus. Need VENDORS!! Flyer to be set up to share with potential vendors, \$35 for 8' and 10' tables about 35 tables available in the cafeteria.

Crab feed: nina got us a discount for the VA building for our crab feed, deposit is paid. Trying to get a Coca-Cola donation for drinks. Letters and donations will be sent out when we have the FULL funds for the facility. Deposit is refundable at current location. James Reed is willing to reach out about the pricing at the boys and girls club where the crab feed had been classically held. Are pricing that we are getting seems to be pricier than previous years. 32/person for crab, w/ facility cost 42/person and will need cutlery & napkins, asking for donations at wineries and breweries. James is concerned about not a high enough people capacity. Most profit came from bar sales and the raffle. Saturday February 24, plan to start at 4pm, doors open at 3pm. Dinner at 5pm, Dessert 8pm Close at 10pm, 11pm need to be cleaned and done. DJ for additional information. Still up in the air for the final area.

Car show: Cannot do May 11th, Niles car show is the same day and usually has 400-500 cars and would not be wise to compete. Non-profit can use one Saturday a year when you are not charged. Castro Valley Car Show June 8; tabling dates pending more research into dates that should work; possible idea to do at the little league park, Sunday would be hard at school site due to double time requirements for a school site. James Reed will be sending non-profit insurance agent information to Jennifer to get a lower cost.

5. Questions/Suggestions

6. Closing: Meeting Adjourned: **Meeting called for adjournment at 8:08pm. Motion: Jennifer Kerry, Second: Nina Martinez**