



INCLINE BOOSTERS CLUB

BOARD OF DIRECTORS MEETING MINUTES

November 16, 2020, 7:45AM

Location: Google Meet meet.google.com/irf-pkdx-xwj

1. Opening: Call to Order, Roll Call, Welcomes

Attendees: Holly Beaulac, Alma Brubaker, Sara Hillman, Nicolle Larson, Pauline Leoncio, Tracy McKean, Tom Millhoff, Kevin Reeth, Mel Simon, Tricia Tong, Dr. Andrew Yoxsimer

Absent: Khal Pluckhan

2. Approval of Prior Minutes – Mel motioned to Approve, Sara seconded.

OUTCOME: October 19, 2020 minutes were **Approved** by Unanimous consent

3. Principle's Report, Dr. Yoxsimer's Update:

We've had two positive COVID cases, one student and one staff member. There were no exposures. Volunteers are needed. We'll be short staff next week, with the staff quarantining and those who previously planned leave. Some Alumni will get fingerprinted so they can volunteer. The Elementary school has 11 staff members out! The District has 12 schools closed. The COVID positive cases are moving in the wrong direction countywide. Governor Sisolak has given two weeks to improve, and if not, there may be shutdowns. Tom asked if IHS people who go to Truckee are counted in the IHS numbers. And, with contact tracing, who gets told? Dr. Yoxsimer said as for the people who test in Truckee, we are at their mercy to tell us if they test positive. If it's in Nevada, the school will find out through the Health Department. The school staff cannot say who has COVID, even if the person gives permission to share their name, because of HIPPA. Alma relayed that the Health Department is too busy right now, so they have given the school permission to make contact tracing calls on behalf of the Health Department. No restrictions through Carson City or Truckee. During these calls, Alma/staff don't say students' names or who's sitting in the class. This is why teachers seating charts are important. Alma makes 30-50 calls a day. Dr. Yoxsimer stated that there are two types of exclusions: 1) Directly exposed, then 14 days out of school, and 2) Have Symptoms, then 10 days out of school with a negative COVID test and 24 hours without symptoms and without medications. Tom asked if we should discuss this in the Members Meeting on Wednesday. He suggested Alma could share what the Health Department has given the school.

Dr. Yoxsimer thanked the Boosters for the air purifier placed in the Counselor's office.

Sara asked about no teaching on snow days. Dr. Yoxsimer confirmed this District mandate does apply to IHS. The Snow Day does not change the A/B Group rotation schedule. Nicolle said the Snow Day requirement is applied due to availability of services for special needs students, and limitations in teachers' contracts. Mel asked how many snow days are allowed, and when are they added on to June end date. Dr. Yoxsimer said we have 6 days built into the school calendar.

Tom said he could authorize \$500 spending without board approval. He would like to cover the costs for alumni to get fingerprinted, gas, etc. The process for classroom Proctor is short; the process for substitute teachers takes longer. Tom will talk with Sara and Alma about connecting with Alumni. Mel asked Dr. Yoxsimer if he has reached out to SNC and UNR students. Yes he has, and one person is available so far.

NEXT STEP: Alma and Dr. Yoxsimer will share COVID information in the Boosters Members Meeting. Sara, Alma, and Tom to discuss/reach out to alumni for volunteering at the school.

OLD BUSINESS & COMMITTEE REPORTS

4. Financial (Kevin)

4.1. Kevin emailed a financial report. He transferred the Crab Pot money to the school. Ashley Quinn, CPA firm has the tax return. Kevin mentioned that we need to determine how we're using the



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\$25k Technical Funds. We'll need to renew OneCause for \$2,400. Tom said OneCause is the best software for a database, on-line auction, and, besides, we're contractually obligated for 3 years. Tom will pursue the second One Cause payment.

NEXT STEP: Tom will pursue the second One Cause payment.

5. Admin (Holly)

5.1. Nevada Secretary of State Registration; Notary etc.

Holly said she has the signed forms and will call Natalie Tiras to arrange delivery of the forms.

5.2. Google Meet recording feature... or switch to Zoom?

Holly shared that the G Suite version that we have (G Suite for Nonprofits) no longer allows us to record meetings via Google Meet. We'll need to upgrade to a paid version of G Suite (G Suite Enterprise for Nonprofits), at about \$100/year, in order to access recording. Nicole said she's baffled by G-Suite. Tom said he could set-up roles for Nicole, which might help her. Tom likes the Contacts database in G Suite. The cost to upgrade is nominal, so Tom will pursue that.

NEXT STEP: Holly will contact Natalie Tiras about filing the forms. Tom will pursue purchasing the G Suite Enterprise for Nonprofits.

6. Advancement (Nicolle)

6.1. Drip campaign – plan and execution, spending to date

Nicolle said she and Tricia have not met yet. She has 20 masks and is working on the DRIP campaign and talking with Realtors. She'll craft a letter to Realtors and Donors and mail the masks along with the letter. She may need more masks.

Nicolle said an anonymous donor gave the school \$1,000 to purchase gift cards. The Leadership team is handling the purchase and distribution of gift cards. Nicolle thanked the anonymous donor.

NEXT STEP: Nicolle to meet with Drip Campaign committee. Nicolle will prepare a letter to send with the facemasks to realtors and donors. Nicolle will write a message for the Blog Post about the \$1,000 gift and send it to Sara.

7. Membership / Banners (Khal w/Alma/Tracy)

7.1. Membership, Contact/Connection + Banner/Sponsorship plan by mid-December

Tom shared that our opportunity for Sponsorship has increased with on-line fundraising events. He suggested posting take-out menu for a "restaurant of the day" during the on-line auction two weeks before the on-line event. Pauline described taking an Instagram picture at the restaurant, posting it to the event and entering the picture into a raffle. Tom said we could tie in Realtors with the event.

8. Hospitality (Melanie)

8.1. Teacher Appreciation update and signups

Mel said the Teacher Appreciation is going well. She created a Sign-up Genius, and so far, we've delivered treats every week. Khal stocked the refrigerator with drinks. Tom brought in coffee. Mel provided sweet treats from Happy Tiers, and Mel is delivering lunch this week. Holly signed up for December. Sara will put a link to Sign-up Genius in Facebook.

NEXT STEP: Sara will put a link to the Teacher Appreciation Sign-up Genius in Facebook.

9. Fundraising / Crab Feed (Pauline)

9.1. Auctioneer Selection + Contract (Pauline)



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Pauline and other members participated in the virtual Truckee KidZone Auction last week. An Auctioneer we're considering, Chad Carvey, ran it. Chad is located in Alaska, and they have one local person. Chad focused on the Fund-A-Need (FAN) and giveaways. This raises the question whether or not we need a Silent Auction. The KidZone auction was fun in its delivery and they raised \$75,000. They made half that amount in the prior year. We're considering Chad Carvey and Rob Green as Auctioneers. Rob is not as experienced with virtual fundraising. Chad did Tahoe Expedition School and the Boys & Girls Club virtual auctions. We used Chad several years ago for the Crab Feed, so he is familiar with us. Tom stated Chad's flat fee is \$6,000 plus \$1,000 for technical support, or 9% of funds raised. He uses a fake audience and has a delivery system. If we go with someone else for Auctioneer, then we start from scratch and it's more work for us. Another benefit is that Chad's wife handles the technical aspects. Tom will recommend we vote to procure auction services from Chad once we receive a contract from him. Tom suggested we all try to experience an on-line fundraiser. Pauline talked to Ben who does audio, lighting, etc. in the theater. Maybe Ben can help with making teacher videos. Pauline will talk to Joy Strotz, but thinks it's a lot to ask of her. Nicolle will send a videographer contact to Pauline. Pauline would like a celebrity for pre-recorded video/cameo. Tracy mentioned Johnny Mosley. Nicolle mentioned Kerri Walsh. These videos play for the first half hour while people get settled. The KidZone fundraiser did not have a Silent Auction, and these take a lot of time. We could run the Silent Auction two weeks before the live event. Jessica Vaughn is looking for auction items. We're not focused on the Silent Auction. Pauline would like 5-9 Live Auction items like trips and outings. Tom said the Silent Auction proceeds delivered 10% of the revenue last year, and that it requires more than 10% of the effort. We'll be receptive to donated Silent Auction items, but we won't go after them. Tom thinks there are opportunities for Silent Auction that's more value-added like promoting local restaurants. So, we're not actively searching for Silent Auction items.

Alma liked the cute kid videos that KidZone played. Alma asked if we create video of football players and other sports. Pauline said maybe we bring Elementary and Middle School kids into the videos. Tricia asked about the FAN directive. Currently, we have the scoreboard and digital sign for outside. Nicolle asked about a whole school generator. Tom thinks it's too big for our FAN. Tom pinged Ross McMann. Nicolle thinks the sports scoreboard may not appeal to everyone. She said everything at the school stops with no power. We'll have more planned power outages with storms, etc. Tricia suggested using the school as an "emergency center" for the community. Tom thinks it's expensive. Nicolle has a generator quote for \$100,000. Holly says the generator doesn't instill excitement. Nicole thinks we can spin it into an emergency center for the community. Mel is concerned we don't have enough time to package the generator FAN with a clear message before the fundraiser. She mentioned including community organizations like Parasol and DCCF. Kevin likes bringing community into it, but he has no strong feelings on the choices for the FAN. Tracy thinks the message about emergency center together would appeal to the community, but agrees we may not have enough time. She said maybe the signs are more approachable, and we consider using the generator next year. Pauline thinks the generator is an NV Energy and County responsibility. She supports the signs. Tom says the Field House needs a champion and is a longer-term project. Tom clarified that we have four FAN options on the table: 1) community center generator, 2) digital sign, 3) field house, and 4) scoreboard. Tom will lead the Field House project research. Who will drive the Signs evaluation? Sara is interested in the Signs. Nicolle and Tom are interested in the community center/generator and Kevin will help research it.

NEXT STEP: Pauline will call the videographer that Nicolle recommended. Tom, Nicolle and Kevin will look at the generator/emergency center idea, and how to address the center, and look at



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grants. Tom will investigate the Field House project. Sara will investigate the scoreboard and digital signs requirements.

9.2. Food:

Pauline is looking at crab delivery and pick-up, and receiving discounts at restaurants. She asked Azzaras and others for special crab feed meals. Tom suggested going to all our local restaurants with pre-packaged solutions. Pauline suggested asking a non-Board member to work this. Tom suggested Jessica Vaughn. Tricia mentioned using the Podcast room. Mr. Domingez is using it for Yearbook. We can have the kids create TikTok videos. Pauline will talk with Mrs. Amy “Handy” Henderson-Seitz, the Social Studies teacher, about the videos/Podcast room. Tricia suggested that the clubs, classes could submit group videos and maybe cash or prizes can go to the winning group. We could set-up a webpage for the Crab Pot. Tom suggested voting with money for the clubs. Tricia says the auctioneer can weigh in on the idea. She mentioned using Break Out rooms for clubs, like “We The People”, during the live event. Pauline said we need to get the seniors involved.

NEXT STEP: Pauline will call Jessica Vaughn about the restaurants. Pauline will talk with Mrs. Amy “Handy” Henderson-Seitz about the videos/Podcast room.

9.3. Marketing + Communications (Sara + Pauline)

Pauline said Sara is working on the event LOGO. Pauline is still looking for a theme and name for the event. Tricia said using a theme is fun, and participants can dress up & decorate their backgrounds.

NEW BUSINESS

Wed 11/18 5:30PM – Nov Parents Mtg

Mon 12/14 7:45AM – Dec Board Mtg

Wed 12/16 5:30PM – Dec Parents Mtg

ADJOURNMENT at 9:15AM