



# INCLINE BOOSTERS CLUB

## SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES



September 1, 2022 11:00AM

499 Village Blvd., Incline Village, NV 89451, Room 204

### 1. CALL TO ORDER, ROLL-CALL, WELCOME (11:09am)

Attendees: Alyssa Adams, Holly Beaulac, Alma Brubaker, Tara Cannon, Vicki Cruz (via Zoom), Sara Hillman, Khal Pluckhan

### 2. APPROVAL OF AGENDA

**OUTCOME:** Khal motions to approve the September 1, 2022 Agenda. Alyssa seconds.

**APPROVED** by Unanimous consent.

### 3. NEW BUSINESS

- Review By-Laws and Voting Board members. While the Voting members discussed in the last Executive Board meeting that the IHS/Spanish Liaison position could be non-voting, Alma was appointed to that position, and Alma was elected as a voting Board member in our June election. Holly thinks the Board cannot change Alma to a non-voting role; Alma would have to resign. As for the position of Spanish Liaison, since 50% of our student body is Hispanic, we need to have representation through a voting member. Whatever occurs, we'll want to record an official vote.
- Define responsibilities of the voting members. Vice President oversees Membership and Hospitality. Second Vice President oversees Fundraising and Communications. The By-laws are written to be vague about specific roles of Board members, so each year the Board can draw on the strengths of the individual Board members and align the roles with the elected Board members.
- Holly asked if anyone else would like to be considered for the Vice President position. Some discussion about Vicki as Vice President and working with Diane to manage Membership and Hospitality.
- Khal to talk with Diane about taking on Membership responsibilities. If she agrees, we'll do a vote via email. At that point, we'll need one member to resign as a voting member to keep an odd number of voting board members.
- Attending Board members signed the By-Laws.
- Jeff Lager and Erin Kerrigan are interested in helping with development, but this would not be a voting position as they would not attend every Board meeting.
- Treasurer: Alyssa reviews Engineering class needs. Approve outside of budget? Approve incremental costs?

**OUTCOME:** Alyssa motions to approve the new Engineering class purchases outside of the approved budget, up to 50% of the total \$6,681 = \$3340.75 requested. The Incline Education Fund will fund the other 50%. Tara seconds the motion.

**APPROVED** by Unanimous consent.

- **Concessions:** Mr. Sombrano is taking over the Leadership group. Discussion about Boosters continuing to manage concessions vs. Leadership taking it over. The Boosters split the gross proceeds, not the net profit, which is why we don't cover our costs. We set a 70/30 split last year, which didn't cover costs. Khal will talk with Sombrano. Vicki suggests we purchase concession items, Leadership reimburses us, then the Leadership group keeps the net profit.



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Alma believes Sombrano doesn't have bandwidth to order items and track money. We don't split the net income, because we still have inventory, so the income from one singular event may not cover the costs. Alyssa recommends a split of 50/50, which still doesn't cover our costs, unless we buy cheaper goods or charge more. Khal suggests a 60/40 split with a slight increase in pricing. Alma will raise prices this year.

**OUTCOME:** Alyssa motions to change the shared gross proceeds for concessions from 70/30 to 50/50 split, and to offer Mr. Sombrano, as the Leadership staff member, to take over concessions completely. Tara seconds the motion.

**APPROVED** by Unanimous consent.

- **First home football game is on September 3, 2022.** Alyssa will sell merchandise and Tracy McKean will help. Tara and Alma will help, too. Holly, Alma, and Vicki will help Khal with membership. Alma will open Concessions & train the kids. Three parents will provide concessions oversight. Vicki will ask Emmanuelle if she wants to help. Khal to request volunteers. Khal to send a communication to membership about the games, merch, and volunteer opportunities. Alma does not have approval from Principal Cahill to release parent email addresses. Sara suggests working through Principal Cahill to send out communications to parents. If communications go through Principal Cahill, messages are translated in Spanish. Alma can distribute messages from her position as Registrar. Tara will work to get her own distribution list. Vicki will communicate with parents about senior activities.
- **Back to School Night on September 7, 2022.** We'll start in the big gym. Set-up Booster membership outside of the gym. Have a swag table. Set up tables an hour before. Khal to email Principal Cahill to get on the agenda.
- **Football on September 16, 2022.** Same set-up as the first football game.
- **Homecoming is September 26-30, with the football game on September 30, 2022.** Boosters have handed out items at prior Homecoming games. Items must be NIAA approved. Thundersticks are not NIAA approved. Khal to check with Diane Morrison and Leadership for ideas.
- **Rise Week Funds:** The Boosters will be transparent to donors as to how Rise Week funds were spent. Principal Cahill is going to send a survey to kids, parents, and staff about Rise Week. We sold the idea of running it offsite, camping, overnight, etc. Then we found out transportation and location and offsite food were too expensive. Boosters should not sell an idea that hasn't been well defined. Alyssa suggests that Principal Cahill share the schedule of events with us now. Alyssa suggests we find the Grant that Nicolle wrote for the Duffield Foundation. Sara thinks the Grant was written for Rise Week and technology. Khal to look at the President's email to find the written Duffield grant. Khal to suggest Wednesday, 10/19 to Principal Cahill for a Membership meeting.

Sara suggests Alyssa and a couple other members (Khal?) meet with Principal Cahill and Vice Principal Lombardie to discuss Rise Week purchases (e.g. fanny packs, t-shirts that weren't distributed, etc.) and concerns around misuse of funds. The Boosters have to answer to the Donors and the Membership.



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**NEXT STEPS:** **Khal** to talk to Diane Morrison about taking over Membership responsibilities. **Khal** to check with Diane Morrison and student Leadership for Homecoming swag ideas.

**NEXT STEPS:** **Khal** to respond to Mr. Sombrano's email with 50/50 split or the opportunity to take over Concessions and keep all the net profits.

**NEXT STEPS:** **Khal** to send a communication to membership about the upcoming games, merchandise, and volunteer opportunities.

**NEXT STEPS:** **Khal** to email Principal Cahill to get on the Back-To-School night agenda. **Khal** to suggest Wednesday, 10/19 to Principal Cahill for a general Booster Membership meeting.

**NEXT STEPS:** **Khal** to search the Booster President's email for the Duffield Grant that Nicolle Larson wrote for the last Fund-A-Need.

**NEXT STEPS:** **Vicki** to ask Emmanuelle if she wants to help with Concessions at the football games.

Adjournment at 12:32pm.

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A **SUBSEQUENT BOARD VOTE VIA EMAIL** on September 6-7, 2022, by Alyssa Adams, Holly Beaulac, Alma Brubaker, Tara Cannon, Vicki Cruz, Sara Hillman, and Khal Pluckhan:

Per our last Executive Board Meeting on September 1, 2022, Booster Board President Khal Pluckhan spoke with Diane Morrison about taking on Membership responsibilities as part of the Vice President role. Diane agreed, so now we'll vote to approve Diane as the new Incline Booster Club Vice President. Because we must have an odd number of voting Board members per our By-Laws, Vicki Cruz graciously submitted her resignation from the voting Board. We will simultaneously vote to accept Vicki's resignation and remove her from the Board as a voting member. Please respond with a 'yes' or 'no' vote to the below motion:

**OUTCOME:** Khal Pluckhan motions to elect Diane Morrison as the Vice President of the Incline Booster Club, and to accept Vicki Cruz's resignation as Hospitality Chair, a voting Incline Booster Club Board member. Holly Beaulac seconds the motion.

**APPROVED** by Unanimous consent via email.



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