



INCLINE BOOSTERS CLUB MEETING OF THE BOARD OF DIRECTORS MINUTES

July 12, 2023, 5:30pm
825 Geraldine Drive, Incline Village, NV 89451



CALL TO ORDER, ROLL-CALL, WELCOME: 5:33pm

Attendees: Diane Morrison, Tara Cannon, Tom Millhoff, Heather Shook, Alexis Hummer, Dustin Evans, Kristen O'Donnel, Mary Danahey, Dana Greer, Sara Hillman, Lourdes Avenir, Inga Starett

APPROVAL OF AGENDA AND PRIOR MINUTES

Diane motions to approve the July 12th Agenda. Tara seconds the motion.

OUTCOME: July 12th Board Agenda is **APPROVED** by Unanimous consent.

Diane motions to Approve the June 14, 2023 Minutes; Tara seconds the motion.

OUTCOME: June 14, 2023 Executive Board Minutes were **APPROVED** by Unanimous consent.

Mary Danahey of the Incline Education Fund:

- Brief Introduction about organization
- Step Up to STEM Campaign (IES and IHS are already STEM designated & IMS is in process)
- College counselor for IHS
 - Discussed which student years to prioritize for counseling.
 - Location (on campus or off)
 - Naviance online program pros/cons
- Requested ideas/teacher passion projects.

ONGOING BUSINESS and COMMITTEE REPORTS

PRESIDENT REPORT (Diane): Chairs and co-chairs of various departments are in the process of being appointed.

FUNDRAISING REPORT/CRAB FEED (Tara):

- Crab Feed:
 - Search process is underway for "Crab Feed Lead" position.
 - Tara will co-chair to share experience/history of the event.
 - We have a signed contract with the Hyatt.
 - Date of Event: March 16th
 - All board members will participate in procurement of auction items.
 - An official committee will be formed at a later date.
 - Scope of event planner role may be adjusted. Diane will reach out to ATypical to outline concerns and budget and determine if they'd like to move forward with revised expectations.
- Additional fundraising events in an effort to diversify income were discussed

TREASURER REPORT (Dustin):

- Insurance:
 - State Farm provided a much lower quote.
 - Separating our policy from shared policy with Cymbal.
 - Dustin will confirm this change with Cymbal.

Dustin motions to change insurance carriers to State Farm; Tom seconds the motion.

OUTCOME: Changing Insurance carriers was **APPROVED** by Unanimous consent.



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- Lourdes requested an increase of \$500 for Hispanic Outreach, specifically for Mi Cutura, and Diane suggested increasing it to \$1k, for a total of \$3k.
- Uniforms for various fall sports need to be purchased/reimbursed.

Dustin motions to increase the Hispanic Outreach Budget to \$3k, approve uniform invoices and approve the 2023-24 Budget with these adjustments; Diane seconds the motion.

OUTCOME: The 2023-24 Budget (with adjustments) was **APPROVED** by Unanimous consent.

- Bank Access: Dustin still needs access to our bank account, and Diane will go with him this week.

COMMUNICATIONS (Sara):

- Master Schedule for 2023-24 was presented
 - Correction: Booster Board Meetings are the 2nd Wednesday at 1pm at IHS.
 - August Booster Board Meeting is 8/16 at 2pm at Diane's office (913 Tahoe Blvd.)
 - Need date for Homecoming.
 - Graduation is June 17th at 4pm, revisit outside option.
 - Sara will present the completed Master Schedule next meeting.

MEMBERSHIP:

- Diane suggested changing the form to make it possible to donate to AP, Athletic Fund, etc..
- Discussed getting ahead of helping families with fees this year. Meet with Admin?
- Inga wants to mine our networks with middle school siblings, etc..
- Alexis volunteered an IT background to assist.

HOSPITALITY: No Report

ATHLETICS/SWAG/CONCESSIONS:

- Merchandise has been ordered for fall.
- Existing Merchandise needs to be inventoried
- Heather to meet with Merchandise Chair, Suzie Hansen to outline expectations.
- Sara and Dustin will set up Square: Update form, line items and SKWs

SPANISH LIAISON (Lourdes Avenier): Reiterated her request for \$500 of additional funds for Hispanic Outreach during Treasurer's Report, and the board doubled it. Will scale as necessary each year.

BOOSTER STORAGE: (Issues during construction without designated booster room at IHS) Items are dispersed between: Parasol, merchandise cabinet under the stairs, concessions room, cabinet in staff lounge, and various homes.

APPOINTMENT of various non-voting positions:

- **Hospitality** - Kristen O'Donnel
- **Membership:** Inga Starrett & Beatriz Tarazona
- **Merchandise:** Suzie Hansen
- **Concessions:** Alexis Hummer
- **Banners:** Dana Greer
- **Teacher Appreciation Week:** Dana Greer
- **9th Grade Parent Representative:** Emmanuelle MacDonald
- **10th Grade Parent Representative:** Tara Cannon and Tatyana Tache



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- **11th Grade Parent Representative:** Annie Graffam

Discussion of open non-voting positions:

- **12th Grade Parent Representative:** Tom will reach out to some 12th grade parents who have participated in the past.
- **Student Leadership Interface:** Class parents will meet with the leadership class to request communication with the officers for their respective grades, and Tara will facilitate this meeting.

Banners:

- Letters will be sent to all families with banners requesting renewal by 8/7.
- Low inventory (Only 16) family banners are available if all renew.
- Dana has interest lists started for both family and business banners.
- Discussed utilizing additional wall space in the gym for more banner sales.

Theater Name Plates:

- Install plates that have already been printed and paid for. Tara will confirm with Khal.
- Tara will oversee the future sales and will create the process.

UPCOMING EVENTS:

- **Orientation:** Need Date, 8/18?
- **Back to School Night:** 8/30
- **Homecoming:** Discussed helping with the parade.

ADJOURNED at 7:58PM Diane motions to adjourn the meeting; Tara seconds the motion.

NEXT STEPS:

- Dustin/Diane are going to the bank.
- Dustin is reaching out to Cymbal regarding the insurance.
- Dustin/Sara will set up Square
- Sara is updating the Master Schedule.
- Tom is reaching out to some of the 12th Grade parents in search of a 12th Grade Representative.
- Heather will meet with Suzie regarding merchandise inventory.