**LHS Athletic BOARD Meeting**

**November 5, 2014 – 6pm @ Panera**

**Mcore** – Wednesday, December 1, 2014 8am – 4pm

$75 screening fee

Register online at mcoreathletics.com

12 – 15 minute screening

**Fundraising money**

Can / Will the Boosters take over LHS athletic team funds.

**Kent reporting**

• Most districts, boosters handle the funds for the athletic teams.

• Fundraising for a team – the team wants access to those funds.

**How to set up accounts**

• General booster account

• Separate account for teams – then sub accounts for each sport

• LHS boosters would need to fill the position of Assistant Treasurer to handle team funds.

• Policy, process + procedures need to be in place for this.

• These are TEAM funds, not funds for the COACH.

• Athletic Director ( AD ) still needs to be involved.

**Team Fundraising**

• Fundraising that benefits the team and the kids on the team that calendar year.

• Fundraising efforts need to be communicated so they:

Don’t overlap

Don’t duplicate

• The district can be involved and can help.

• You can NEVER compensate a Coach that is already being paid – however – you can reimburse for time for volunteers / mileage / effort.

**Sean reporting**

( review LHS team fundraising form distributed by Sean Jackson at this meeting )

**• LHS current policy on purchasing**

Coach to give AD a quote

PO is issued

Invoice for the merchandise

Pay the invoice

( A lot of steps to go through )

• No one should purchase anything without a PO

• Most all teams fundraise ( swimming and gymnastics do not but do offer purchase of spirit packs )

**What LHS cannot issue a PO for:**

• Alcohol

• Compensate coaches

**Concerns with money management**

• Currently, who is responsible for funds – team parent and / or coach

• If boosters would take over fund management, we would need an Assistant Treasurer in place.

• Coach mentality – it’s my money, why can’t we just go ahead and spend it.

• If you purchase without clearing it with AD, you will pay for it.

• Internal controls need to be in place before boosters managing team funds.

**How could managing the team funds help LHS Boosters?**

• Require team parent and a coach attend monthly booster meetings.

• Team parent should be a booster member.

• Assistant treasurer – what would the time commitment be? Currently as treasurer, Dave puts in 12 – 15 hours / week.

\* Trust between teams and boosters.

• What is the turn-around time for fundraising dollars being given to boosters? 24 hours on some occasions.

• Current funds – each team will turn over their remaining funds to the boosters at year end ( June 2015 ) or spend out the remaining funds.

• This would be a great opportunity to have more booster members.

**Accounting software**

• Quick Books

• Excel

**Coaches**

• Good coaches build teams. This includes all the way down to the grade school level, not just varsity sports.

**Fundraising**

• Fundraising must be for the TEAM and not an INDIVIDUAL.

**Dave reporting**

• Boosters is currently $20,000 ahead of last year at this time (without playoff game funds accounted for)

• Dave motioned that we pay out the winter funding ( $20,000 )

• Tina second the motion.

• All those present voted unanimously YES.

\* Check was given to Sean Jackson for $20,000 for LHS athletics.  
  
**Basketball at Harding**coach requests funding for lights on scoreboard at Harding – scoreboard would light up when baskets are made. Funding DENIED.

**Midnight Madness – Friday, November 14 from 8 – 10 pm at Harding gym**

• Concessions will be open

• 3 point shoot out

• ½ court shot content

• “Z” present for awards

**Playoff Games**

• St. Ed vs Brunswick, Saturday, November 8 – concession volunteers to be at the stadium around 5pm.

• possible playoff game for Benedictine on Friday, November 14.

Meeting adjourned at 7:25.