



Executive Meeting Agenda

March 13, 2023 4:30 PM

LMSHS Library

"To promote, aid, encourage, and enhance the development of all Lyons Middle/Senior High School students through the support of classroom and extracurricular activities including: academics, arts, athletics, social development and leadership."

➤ Call to Order: 4:30pm

○ Lyons Community Foundation Presentation

- [Gil Sparks from the Lyons Community Foundation gave a presentation about what LCF is, and how Booster and LCF could potentially partner in the future.](#) He originally met with Martijn and Stacey about fundraising and alternatives to the Bingo program.
 - Gil Sparks; gsparks@nwi.net; 509-679-3346
- Info about LCF
 - LCF is a fund of the Boulder Community Foundation, they exist to grant funds and support the community. Most of their funds come from individual donors. They also do the fairs, runs, and a campaign with donation letters. The annual Hootenanny, occurring on the last Sunday in August, is their biggest fundraiser.
 - LCF is different from LEAF. LEAF provides services to specific areas of the community, such as the food bank. LCF raises money for the community, and supports events like the Parade of Lights.
 - LCF gives grants and supports various groups at Lyons Middle Seniors, and has granted approximately \$30,000 since 2008. They have given out nearly \$75,000 in college scholarships to local graduating seniors since 2008. Teachers can apply for LCF grants, and the check will be written to the school.
 - [LCF's grant application season begins in Mid/Late-August](#), and they are also talking about opening an emergency program. This is for events such as the recent fire on Main Street.
- One of the concerns expressed from Booster Club members would be the potential cannibalization of corporations if both Booster and LCF were soliciting donations.

➤ Officer Reports:

○ President Report (Audra):

- Audra has been working on sending out a monthly email to Booster members.

○ Secretary's Report (Kim/Allison): won't be reading over it -please read ahead for vote.

- The minutes were motioned for approval by Katherine, seconded by Lynne, and all were in favor.

○ Bingo Report (Judy):

- Judy has been conducting extensive research and analysis on Bingo, the volunteer pool, and if it is a viable fundraiser to continue in the future.

- We were hopeful with the influx of new managers this past year, but many of our new managers came up from executive positions (Banker, Bookkeeper, etc.). These executive positions are not getting filled, so now we have new managers but no experienced executive volunteers.
 - We have had luck with asking directors, coaches, and teachers to locate volunteers, but these people typically do not fill in the executive spots.
 - Judy held a manager's meeting in February to consider moving the session to a week day, but none were interested. Sharing our Sunday spot is also not popular.
 - In order for Bingo to run smoothly, we would need approximately 15 volunteers to step up to become a part of the executive crew, working once every other month. We also need a VP-in-training, and none of our managers are willing to step up for that position.
 - [Based on her analysis, Judy recommends that we shut down Bingo in June.](#)
 - Q1 and Q2 are typically our highest grossing quarters. Summer and Fall tend to have less players, and summer in particular is difficult to staff. This would also help us to finish up our remaining Bingo supplies.
 - We need to provide 30 days' notice to the Bingo Hall if we would like to no longer run our session.
 - [The Booster Club decided that we will vote at the May meeting whether or not to continue Bingo.](#)
 - The report was motioned for approval by Abby, seconded by Brian, and all were in favor.
- **Treasurer's Report (Etta/Katherine):**
- Katherine presented the monthly balance sheets and other financial documents. This month, we are up \$4,800, and we are showing similar activity from last year in expenditures.
 - [Katherine also added a Statement of Activity to the packet. It shows to which departments money has been allocated so far this year, as well as where money went last year.](#)
 - [Lyons Booster now has an account on AirTable, a website where members of the public can also see our allocation activity. It shows to which groups, how much money, and the status of each allocation.](#)
 - [It was suggested that this link be posted on our website. We will send the link to Stacey.](#)
 - [Tinyurl.com/lbc-allocations](https://tinyurl.com/lbc-allocations)
 - It was suggested that Booster Club be mindful about allocations for the next few months, if the end of Bingo is near.
 - It was suggested that Booster Club sends out pictures of things that we buy in a newsletter or on our social channels. Another option would be to purchase stickers to put on items such as the new furniture in the library and the auditorium lobby.
 - We have been discussing the potential creation of a budget spreadsheet.
 - [Per our own organization's by-laws, we are not required to have a budget. There is therefore no legal requirement. However, many members expressed an interest in an annual budget.](#)
 - Martijn has been working on a spreadsheet that could potentially turn into a working budget document.
 - The report was motioned for approval by Brian, seconded by Judy, and all were in favor.

➤ **Allocations:**

- Dr. Gregg requested \$1,026 for hotel rooms for All State Band. (2 student rooms and 1 teacher room)

for 2 nights)

- She is hoping that students will be able to share rooms with other schools in order to decrease the cost.
- The allocation was motioned for approval by Lynne, seconded by Leissa, and all were in favor. It was passed up to \$1,026.
- Mr. Yantzer requested \$1,920 for 40 new travel bags for the football team.
 - We lose approximately 3-5 each year due to wear-and-tear. Leissa mentioned that she has repaired several bags already.
 - The new bags would have a Lyons logo.
 - The allocation was motioned for approval by Lynne, seconded by Leissa, and all were in favor.
- Dr. Gregg and Miss Zema requested a district-supported printer and copier for \$479.
 - These two classrooms are the farthest from the copying machine, and it is difficult when they need to make copies during class.
 - All of the cost for maintenance and supplies would be covered by the Band and Choir accounts.
 - The allocation was motioned for approval by Abby, seconded by Lynne, and all were in favor.
- Gary Gantzer requested \$1,428 for hotel rooms for State Wrestling. (2 student rooms and 2 teacher rooms for 3 nights)
 - The allocation was motioned for approval, and all were in favor.
- Miss Zema requested \$558.45 for piano dollies for the new upright piano.
 - The old piano fell over, and the Choir program recently received a donation of a new one without wheels. These new dollies would help the piano to be mobile, and Miss Zema hopes that the design of the wheels will prevent the new piano from falling over.
 - The allocation was motioned for approval by Leissa, seconded by Abby, and all were in favor.
- Miss Zema requested \$420 for hotel rooms for All State Choir. (2 student rooms and 1 teacher room for 1 night)
 - The allocation was motioned for approval by Lynne, seconded by Kristen, and all were in favor.
- Mr. Glover requested \$841.46 for snacks for 200 students for 9 days of CMAS testing.
 - Last year, lunch was free for families in our state, so the school lunch program was able to provide snacks before testing. This year, lunch is not free.
 - Our school believes that all students should enter the testing environment with some food in their stomach in order to ensure a more successful result, regardless of what they eat before coming to school.
 - A bill just passed so that students will be getting free lunch next year. Mr. Glover hopes this allocation request will be only for this year.
 - The allocation was motioned for approval by Brian seconded by Abby, and all were in favor.
- Katherine sent out an email to allocation requesters about any open allocations that need receipts in order to be processed.

➤ **Committee Updates:**

- **After-Prom (Allison Lawhon):**
 - [We just secured Oskar Blues for after-prom, and some donations are coming in.](#) The committee is working on getting the pinball hall to also be open for AP.

- There is a meeting tomorrow night for the AP committee.
- We will have Allison prepare to file the grants for next year, and Cheryl is planning on heading the committee for 2024.

○ **Communications (Stacey):**

- Please send bios and pictures to Stacey for the website.

○ **Concessions (Lynne/Jenny/Kristen):**

- [Concessions has successfully moved from inside to outside.](#) Lynne and Kristen will be cleaning out the outside stand tomorrow, due to the first track meet this Wednesday.
- We are still in the process of buying a new grill. The old “new” one was returned, and we have a new grill picked out. We will be buying a 6-burner grill to save on space.
- All concessions volunteer spots have been taken for track.
- Booster Club involved the athletics department for \$500 for any waters or Gatorades that any officials or other volunteers (chain gang, time/score keeper, etc.). It was too difficult to keep track of which waters were being taken by volunteers.
- In the past, Booster Club had given Concessions seed money to start. Concessions hasn’t been reimbursing Booster Club, by Lynne would like to change that. They would prefer to not cost Booster any money in the future.

○ **LionsWear (Leissa/Lori):**

- We were able to sell some items at the 6th Grade Academic Planning Night.
- We are thinking about selling flags. We would ask Schaefer to design it, and we are hoping for both big and small sizes for business, houses, and State sendoffs.
- Leissa and Lori will find out if there needs to be a minimum purchase, as well as what sizes Schaefer provides.
- Leissa and Lori will be getting together with Julie this summer to create an online store for the fall. This would include items that are difficult to stock like a nicer jacket or socks.

○ **Volunteer Coordination (Yokaira):**

- Yokaira was absent.

➤ **Temporary Updates:**

○ **Fundraising (Martijn Bolster):**

- Martijn has been brainstorming ideas for new fundraising options for us once Bingo is done. The potential ideas are below:
 - Stacey and Chaz are putting together a capital campaign. We will need to discuss a timeline for this.
 - Corporate sponsorship at Booster Club events
 - Partnering at the Lyons Community BBQ
 - Gala
 - There was concern around a gala not being equitable to all members of the Lyons community.

- A Fun Run to take place in the spring
- Valentine's Day Dinner Theater
 - Cheryl and Allison will brainstorm what this could look like (Cafetorium? Auditorium? What music groups would be involved?)
- Silent Auction
- Casino Night
- Jog-a-Thon
- Concert Series (Longmont Symphony? Bluegrass?)
- There are approximately 30-40 non-profits in Lyons that we could also consider partnering with.
- [Martijn was charged with presenting one fundraising idea at each of the following meetings before May.](#) He is happy with the amount of brainstorming done, and now he would like to flush out some ideas.
- [Booster Club will vote on a potential new source of fundraising income at the May meeting.](#)

○ **Leadership St Vrain (Daniel Muth):**

- Daniel was absent.

➤ **"To-Do" Calendar: January**

- Announcement in school newsletter and/or blaster: Call for nominations for vacant Booster Club positions for April's meeting (President)
 - The only position that will be vacant next year is Stacey's assistant in Communications.
- After-Prom plans- Update
 - Please see above information.

➤ **Follow-up of Old Business (past action items):**

- None

➤ **New Business:**

- Gil Sparks with Lyons Community Foundation
 - Please see above information.
- Special Meeting Or General Meeting: By-Laws-IRS misalignment
 - [Our fiscal year in our By-Laws, and the fiscal year reported to the IRS are misaligned.](#) We need to have this voted-on by Booster Club before we can submit to the IRS. [Cheryl and Katherine will look over the By-Laws this summer.](#)

➤ **Next Meeting:**

- Monday, April 10th at 4:30pm

➤ **Meeting Adjourned: 5:42pm**