



## Executive Meeting Agenda

Apr 14, 2025 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

- Called to order at 4:39

### ➤ Officer Reports:

- President Report (Audra):
  - Fundraising meeting held by SVVS Education Foundation: Lots of ideas of options for future consideration: (scholarships from Education Foundation to 529 accounts could be included in scholarship project) Raising Canes (auction item to pick up), Winner's Circle possibly for after prom next year, ShortD's, Nothing Bundt Cakes, HydraPak, Sunflower Bank.
- Secretary's Report (Allison/Meredith): Motion approved and passed.
- Treasurer's Report (Katherine):
  - Overall, doing well. Balance at the end of March is around 170k. We have taken in 65k so far (includes concessions) and expenses are 70k. We are largely on track with expenses for specific categories, although Katherine will look into the sports category which seems like we have spent less than we expected.
  - After Prom account at the end of March was \$3500. Need to add in the security and custodial support. Mr. Frank will put in for the allocation for these items.

### ➤ Allocations:

- Ironworks, pay every year, \$1200. New Team Builder. Cost \$1720. Motion approved and passed.
- Dr. Gregg – entry fee for state competition. \$420. Motion approved and passed.
- Mrs. Zema – Choir, accompanist for the May fine arts festival. \$250. Motion approved and passed.
- Mrs. Zema – \$250 request. March concert is a very involved event. Asking for a professional music engineer to help with microphones at the March concert only (not fall and May). Also asking if this could be an annual expense each year. Motion approved and passed.
- Dr. Gregg. All state band rooms and chaperone, \$806.90. Motion approved and passed.
- For all Booster Club committees – you can request expense reimbursement instead of allocation via the website form.
- Mr. Frank – at Raise the Roar this weekend, interest in doing a 'paddle raise where you have something specific to raise towards (e.g. microscope, pay for uniforms, huddle, accompanist, parent teacher conferences, Colorado mountain camp). Whatever is identified would need to be preapproved by Booster, so that donations do not take away from the general fund. Just need to come up with some ideas. The committee will look through the budget and pull from that items that we know we will fund next year.

## ➤ Committee Updates:

- After Prom: April 5th, 2025 (Sarah Rauker/Holly Beck)
  - Around 85 students attended. Great number! Had enough volunteers, good feedback. Magician was great ☺. Students barely ate the food. Popcorn was eaten.
  - Skyline invites their whole school to the after prom. Something to consider for next time. Mr. Frank spoke to other principals about approaches for inviting other schools. We could consider bringing in other small schools (virtual, home school). Need to see if the kids would be interested in it. Depends on space as well (gym versus Oskar Blues).
  - Sarah made a book describing how to run the event. Thanks, Sarah!
  - Usually, September is when LCF grant is due. Mark the calendar to apply again.
  - Sarah will send Stacey a list of people to thank. We also have cards available for Yokairo to write. Would like to post all the organizations that donated on Lyons Happenings and booster website. Sarah will follow up with Stacey, Judy and Yokairo for thanking businesses and individuals.
- Concession (Lynne/Meg/Kristen):
- Communications (Stacey):

## Socials

- We've been having account access issues with X (formerly known as Twitter). After three months, I was finally able to access our account this week from the desktop but not on the mobile which is what I use to post. WIP to get mobile access restored. Stay tuned!
- After Prom - Thanks for the photos.
- I posted a short reel, story and post from the event as well as the same to thank the volunteers.
- I'll need a list of businesses to post Thank Yous
- Last week push for Raise the ROAR! See you there!

## Website

- Several updates were made over the last month including behind the scenes work no one will notice but has to get done.
- New business sponsors added & expired removed
- I need to rework the Logo Ad section on our homepage so the sponsor logos aren't so small. This is more than just resizing as the app extension used has limitations so I'll need to find a replacement.
- Updated After Prom section on the DONATE page
- Thank YOU for the wonderful photos, especially of all the volunteers! I squealed when I saw that photo! We're always lacking photos of our volunteers doing amazing work so this was a treat!
- Still planning to redo the LATEST INFO page so it's cleaner without the current file app extension.

## Business Sponsors

- Need high resolution logos for the following business in order to create banners and send files to the printer. We need to send these in one order, if possible, but no more than two. Coleen needs to schedule through the district to put up banners, might need to be after school ends.
- St. Vrain Market
- Mojo (currently have low res)
- Fitness is Medicine (currently have low res)
- Smokin' Dave's (currently have low res) – Chaz will follow up
- Possibly Porchlight Real Estate, Laura Neal – Judy will follow up

I'll also be working on uploading files to the Communications Google Drive and organizing everything. There will be a lot on the Drive when I'm finished so hoping we don't go over the limit.

- Access Credentials for Facebook, Instagram, X, Google, Canva, etc.

- Fundraising:

- Collection of auction items are going well for Raise the Roar, for silent and live auction. Meeting this week at OB to scope space, and doing balloons. Auction goes live tomorrow morning. Group meeting to do decorations on Friday. Catering order is in, with tax exempt status. Sold 32 tickets so far. Karaoke. Games. Bring cash box just in case - \$10s and \$5s. School Staff may be key to get more people in this room. Everyone needs to share with their friends and networks!
- Still need to do the money grab machine for those kids that raised funds in Capital Campaign. Looking at Monday May 12.
- High school movie night outdoors on parking lot with some food – looking at Friday or Saturday. Need to confirm a date, May 2<sup>nd</sup> and May 9<sup>th</sup> looks to be the best date. Pg-13 will be fine, and it is opt-in. Might need to consider admin and security help.

- LionsWear (Leissa/Lori):

- Volunteer Coordination (Yokaira):

➤ **“To-Do” Calendar:** (April)

- After-Prom - Update
- Plans for Teacher Appreciation Week - first week of May (President/VC)
  - Collecting donations for teacher appreciation at drop off. Fill the lounge with treats. Will Booster still do a lunch? Yes. The theme is 'spy'.
- Federal/State IRS Tax Forms Completed. (outside CPA/Linda Pekerak) Katharine will follow up.
- Volunteers needed for Booster Table at Fine Arts Night in May(?) Don't do now or in the future.
- Nominations taken & Plans made for election of vacant Officer position(s) for next school year (May's Meeting)
  - Judy needs to pass on some small items such as IT, admin of google, give butter, etc. Need someone from the fundraising team next year.

➤ **Follow-up of Old Business:**

- Booster Club Vacancies for next school year: Stacey will create an image, probably need to breakdown 'VP of fundraising'. Consider replacing VP with 'committee' approach. All agreed. Just ask for **people to join the fundraising committee**, and clarify that they don't need to ask others for money.
- **VP of Fundraising:** This position ideally would be more of the coordinator and the helper to keep communications open and clear between the capital campaign chair(s), the spring fundraiser chair(s) and the board members. This is a Board Position. (Audra Felt is willing to take this position if someone would be willing to step into the role of President).
- **Co-Secretary:** Currently Allison Zema and Meredith Muth share responsibilities, but because Ms Zema doesn't have a child in the school she isn't actually allowed to be the only secretary because it is a Board Member Position. Meredith is unable to return next year to continue in the role of co-secretary.
  - Meredith can now stay in this role for next year – we don't need this position filled.
- **Communication:** This person handles our Social Media platforms and helps to keep our friends up to date on events that are happening through posts. We currently have Stacey Paznokas on board to maintain our awesome website.
  - Maybe have an assistant (or Co) to keep load light. Stacey recommends someone who

might have a background or love of graphic design and content creation

➤ **New Business:**

- Issues with vaping in the school. Do we need to increase awareness? How can we support the school?
  - Mr. Frank: Less at this school compared to others, but does happen. School is looking at its messaging. Poster context on kindness campaign in 7<sup>th</sup> grade given to older students to make professional. Might be ok to have a few signs in bathrooms, but not overdo it. Mr. Frank can reach out to county services to see what support they have.

➤ **Next Meeting:**

- Monday May 12th, 4:30pm. Decide to move to Tuesday May 13<sup>th</sup>.

➤ **Meeting Adjourned**

- Meeting adjourned at 6:05pm