



Executive Meeting Agenda

Nov 11, 2024 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

- Meeting called to order at 4:32pm

➤ Officer Reports:

- President Report (Audra):
- Secretary's Report (Allison/Meredith):
 - Motion approved and passed
- Treasurer's Report (Katherine):
 - Quarter through the year. Still doing well.
 - Have spent \$3,600 more than brought in, but not concerned as we are just starting the capital campaign.
 - We have raised 22% of income, and spent 30% of expenses.
 - Did receive the Boulder county \$500 from a previous year.
 - Question – how do we get funds that Katherine receives and move it to Give Butter? Also, who gets notes of appreciation (phone calls, hand written notes) at certain levels? We also have some corporate matches (Benevity, Google, etc.). Can we get reports from Give Butter? Everyone that donates in Give Butter gets a standard thank you level.
 - Action: Katharine will send those names to Judy to bring into Give Butter.
 - Action: With no email, print a tax receipt and mail with a thank you. Potentially create a generic new booster club gmail for each new contract without a email – for tracking.
 - Action: Get thank you notes, develop a criteria for who gets hand written notes
 - Question – after prom, random three \$1 charges. No clarity on where it came.
 - Motion approved and passed

➤ Allocations:

- PE department requests \$750 new archery targets, old ones are 5 years old and not working. Benefits 75 students, and would use all of PE budget. Motion approved and passed.
- Request from a parent volunteer in River Watch Club. Purchased 3 women waders and supplies for water testing recommended by River Watch organization. 16 students and supplies used for years to come. Request \$227.22. Motion approved and passed.
- Question - What exactly is the \$1500 being used for CSU mountain camp used for? Included transportation, substitute teacher coverage, supplies. Bring down cost in general. School will follow up.

➤ **Committee Updates:**

- After Prom: April 5th 2025 (Sarah Rauker/Holly Beck).
 - Next year: The person who wrote the grant should present it to the Lyons Community Foundation as they would be able to communicate what happened more efficiently.
 - About 2k in budget, plus about 2k usually raised (historically), so 4k budget total
 - Some ideas being considered: pop balloon and get prize from local business; one big prize at end; goody bags with candy and coins to play arcade; maybe get a few extra prizes from Longmont; magician walking around a doing card tricks, caricature artist, if arcade with bigger games, photo booth with props. Maybe a mocktail 'specialty drinks' bar. Dutch brothers came once for free – customize drinks. Root beer floats again. Do a google form survey to offer them choices on what they would prefer – casino night, arcade, karaoke, etc. because it is all about them. Sarah will send to Savannah and Frank to get the survey form out. Let the students come with music list.
 - Pizza was not popular, maybe more snack food.
 - Would like to use Oskar Blues again.
- Concession (Lynne/Meg/Kristen):
 - Savannah Holmes is going to take over Lynne's position as the inventory manager as well as being the point person for concessions.
 - We will still need a Shopper (Kristen's). Advertising a free Sam's Club membership is hopefully attractive. So if you could put it on the agenda, bring it up at the meeting, and have the communications team advertise it, that would be great! *** Ideally, we'd like to transition starting in January. Action: Ask Mr. Frank to put it out in email.
- Communications (Stacey):
 - Will get thank you cards. Likely create a montage in canva, and then cost out to get printed.
 - All the fundraising info is up and ready to go to post on the website.
 - In addition to flyer to capital campaign, please make a slide for all the school events to show. Allison did one during the choir. Stacey can do (1) for pride pledge, and (2) general.
 - Holly, Meg, Savannah – need for photo and website
- Fundraising:
 - Dine-Out: Oskar Blues Nov 13th! 25% all day.
 - Have raised \$4500 from families so far for capital campaign. Will focus on businesses.
 - Can we have Chris send out a stand-alone email? Consider incentives, extra raffle ticket if received at a certain time. Do not send out on a Monday or Friday.
 - Consider amplifying around Colorado Gives Day, because it goes to Dec 15th the incentive. Could be worth plugging Benevity or google because of matching, can come out of the payment monthly.
- LionsWear (Leissa/Lori):
 - Mostly done for the year.
 - Could use some help with fall next year
 - Last year a student one a \$75 gift certificate for Lions Wear. Katherine will figure out how to get it settled.
- Team uniform schedule (Abby)
 - Organized into a four-year rotation to replace uniforms, and also put in band and choir.

- The school still has boxes of old uniforms they cannot use or sell per district policy. Can they be used somehow? They are also using up storage space. For example, old football jerseys can use as an auction or sell? Perhaps let each sport figure out how to fundraise with those. Leissa will speak to school.
- Volunteer Coordination (Yokaira):
 - ..

➤ **“To-Do” Calendar:** (Oct)

- ~~Bingo VP to confirm that the new bingo license number is entered in BingoDoes January 1st.~~
- ~~Bingo VP to confirm that new bingo license is posted at Longmont Bingo Alley~~
- Yearbook: Standing Allocation Request (\$3,000) (Treasurer)

➤ **Follow-up of Old Business:**

➤ **New Business:**

➤ **Next Meeting:**

- Monday Dec 9th, 4:30pm – can bring treats

➤ **Meeting Adjourned**

- Adjourned at 5:30pm.