



# NEWBERG BOOSTERS

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**Wednesday, May 17, 2023 • General Meeting Minutes**

**6:30 pm at Newberg HS West Commons**

**Call to Order @ 6:37**

**In Attendance: Hannah, Kay, Jen Bridget, Krysty, Mark, Megan, Kristina**

**Absent: Julie,**

## **New Business:**

- **Approve Previous Months Minutes Review** [LINK](#)
  - motioned to approve- Kay
  - seconded- Hannah
- **Volunteer Shoutouts**
  - Thank you Julie, Bridget, Jacob Wojcik, Jen Graham, Lisa for working in concessions!
- **Position Nominations:**
  - President - Nomination: Jen / Krysty: Nominated Kay: seconded
  - VP - Nomination:
  - Secretary - Nomination: Megan / Jen: Nominated Krysty: seconded
  - Treasurer - Nomination: Bridgit / Jen: Nominated Hannah: seconded
- **Committee Position Volunteers - Link created** <https://signup.com/go/JvCLjVB>
  - Concessions Committee - 3-4 people - works best as a committee - Bridgit(Committee)
  - Auction Chair -
  - Golf Chair -
  - Communications Chair - website, events, monthly goings-on
  - Apparel
  - Special Events - Kristina
  - Scholarship- Lisa
  - Liaison Coordinator- Lisa
  - Marketing Coordinator
  - Patio Maintenance Coordinator
  - Sound System Fundraiser Leader
  - Performing Arts Liaison - Hannah Frankamp/Rebecca Ferraro
- **Turkey Fumble** - just leaving this here until June to discuss
- **Move June Meeting** Jun 13, 2023 6:30 Location TBD (Jen will look into this)
- **Reminder Sports Awards Night May 31 and Senior Awards June 7th 6-7:30**

- **NHS Update (Mark Brown)**
  - Lots of Playoff games!
  - girls and boys golf
  - title A in Tennis
  - Girls LAX playoffs in Lakeridge
  - Softball in playoffs
  - T&F districts are moving along
  - Update on Lax playoff - Boys Home Game on Friday at 7pm
  - Tournament of Plays is this weekend for Performing arts
  - Rugby Boys and girls have season end this weekend at Western Oregon
- **Grant Requests -**
  - All grants were approved from the executive meeting (Football, Track, Cheer, and Dance team) see attached Executive Meeting Minutes
  - Senior Banners - Since we got the invoice we can vote in person at EC

## Old Business

### Officer & Sub-Committee Reports:

- **Treasurer Report (Bridget Nipp):** Recent Snapshot in print at meeting [LINK](#)
  - Bank account up \$20k+ from beginning of Booster year
- **Concessions (Julie Terry):**
  - playoff game help?
- **Performing Arts (Kay Sunnes):**
  - Co-Chair: Rebecca Ferraro
  - Co-Chair/Secretary: Hannah Frankamp
  - Treasurer: Meghan Rogers-Czarnecki
  - Member at Large: Amanda Sue Harris
  - Member at Large: Kristi Isaksen
- **Upcoming PABC events**
  - May 18-20: Tournament of Plays - 7pm
  - May 23: Jazz Concert - 7pm
  - May 25-27: Ashland trip for Shakespeare class - 45 students
  - May 30: Cabaret Concert - 7pm
  - June 1: Cabaret Concert - 7pm
  - June 2: Orchestra Concert - 7pm
  - June 5: Band Concert - 7pm
  - June 6: Theater Awards - 7pm
  - Scholarship Meeting is next week
  - They want to know when it would be best for them to cut a check to the big boosters: We agreed as soon as a student has their proof of enrollment into their institution they can submit the form and we will send the checks
- **STEM (Patrick Verdun):** Hall pass until 2024ish

- **Liaison Coordinator (Lisa):**
  - Email sent to remind all about the meeting tonight
  - Setting up a meeting with Mark and Ronni to see how I can coordinate with them better next year with communication (Lisa)
- **Auction Chair (OPEN):**
  -
- **Golf Tournament: 8/20/23**
  - Anyone interested in leading or co-leading? Jen is happy to but always welcome new ideas and leadership!
  - Kay and Hannah from performing arts will be running cornhole again this year!
- **Special Events (Kristina Duggan):**
  - Getting ready already for next year by booking food trucks!
  - working on passport to events for next year - this is complex but will be so beneficial to the student experience
  - will be holding an end of year raffle - specifics in process - stay tuned

**Booster Scholarship (Michelle, Lori, Bridget):**

- Michelle Wood, Lori Little, Bridget Nipp and Megan Fisher read the **13 submissions** and used the rubric provided to select 4 winners for the boosters scholarship. We were really excited that there was a significant increase in applicants.
- Checks are ordered and will be ready for the athletics banquet on the 31st. Jen to present them to winners
- **Apparel (Krysty Palmer):**
  - Apparel Sales through Boosters are closed as the Tiger Den is wrapping up their year. We are still working on a storefront through our website and plan to have it available to take orders soon!
  - Once nominations are completed I will be meeting with the new apparel chair and the Tiger Den to plan for next year and review this past year.
- **Marketing**
  - Always on the lookout for great ideas to get our name out there and promote what makes Boosters great! Have ideas? Email us!

**Upcoming Events**

- Concessions continued- [LINK](#) for sign up
- Performing Arts Boosters Meeting 7:00 pm | June 12, 2023 | Orchestra Room at Newberg High School

**Meeting Adjourned @ 7:27**

**Next meeting: June 13, 2023 at 6:30 pm in the West Commons**



**LINKS :**    [Schedule/Events Calendar](#)    [Athletic Calendar](#)

**Stay up to date with Newberg Boosters at [NewbergBoosters.com](http://NewbergBoosters.com) or follow us on Facebook or Instagram**

## Executive Committee Meeting 5/17/23

**EC: Started at 7:28 pm**

**Present: Hannah, Kay, Jen Bridget, Krysty, Mark, Megan, Kristina**

**Absent: Julie**

**Senior Banners - Since we got the invoice we can vote in person at EC  
Megan moved that we move 1929.50 on Senior Banners Bridget seconded**

**Senior Night Request** - I am writing to request a grant under the benevolence fund for the Newberg Grad Night this June. While we have raised a good bit of money, there is still some road to go before we get to the finish line. We are writing to request \$1000 to fund admission for more than 30 seniors to attend Grad Night. To date, we have raised about \$19,000. Our total budget is about \$32,000. After accounting for admission fees of \$30 per student, there is still a gap we need to cover of about \$5000. While we expect to get that from last minute donations, there is never a guarantee so we are reaching out to request some help to cover the admission fees for those students who cannot afford it otherwise. We would need the funds by June 8th, but would appreciate the decision sooner.

Boosters would grant up to \$1000 to go to Grad night for benevolence scholarships only and we would need the number to be reported back to boosters by Jun 6, 2023 Hannah motions Kay seconded, Jen will communicate with Grad Night

**Review items from general meeting - any questions?**

**Processes and Policies Meeting? I would like to consider a meeting for the EC to get together and review some of our processes and policies and see if we can streamline or improve.**

- **Concessions**
- **Grant Process**

We will set a Policies and Procedures meeting at the June Meeting

**Item for Budget meeting:**

**Determine amounts for overnight stays per student**

**Determine amounts for entry fees**

**Club discussion - any changes in handling grant requests?**

**Meeting Closed at 8:12 pm**

**Grant review from April:**

**Discussion about money for paddle raise: 2 of 3 quotes are in for floor and we will send our \$11,000 to the account for the Weight room project.**

Total funded in this period is \$11,225

**Track and Field- \$1550**

- Amount approved: \$1550
- Motion -Bridget Second- Krysty
- Vote count: 7 Yes 0 No
- Any feedback/follow up actions: 10 rooms for kids

**Trap Shooting Club - \$1330**

- Amount approved:
- Motion - Bridgit Second- Megan
- Vote count: 6 Yes 1 No
- Any feedback/follow up actions:  
<https://drive.google.com/file/d/1g1idKex-y825bVSZdYyAe1LrEVSfFgSU/view> This would be from large grant fund

**Football - \$5200**

- Approved Amount- 5200
- Motion - Krysty Second- Megan
- Vote Count: 7 Yes 0 No
- Any feedback/follow up actions: \*This motion would be funded by Powered by Boosters

**Dance Team - \$3175**

- Approved Amount- 3175
- Motion - Krysty Second- Jen
- Vote Count: 7 Yes 0 No
- Any feedback/follow up actions: Doing a great job at pulling students who may not have another connection at school covers 9 students and 1 coach. \*This motion would be funded by Powered by Boosters

**Senior Banners- \$2500 approx.**

Mark would like us to fund this round of banners. He is asking TSS and print company if they can get it done. This is the balance of our large grant money(i.e. if we approve everything this would get us perfectly to the end of year.



# NEWBERG BOOSTERS

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## Snap Shot • May 15, 2023

**Beginning Cash Balance as of 8/2022**      \$ **131,326.05**

	Budget	YTD	Remaining
<b>INCOME</b>			
Accounts Receivable	\$ 773.73	\$ 773.73	-
Apparel	\$ 6,000.00	\$ 5,883.85	\$ 116.15
Auction	\$ 30,000.00	\$ 61,121.80	\$ (31,121.80)
Special Events	\$ 1,500.00	\$ 809.42	\$ 690.58
Concessions	\$ 30,000.00	\$ 39,768.72	\$ (9,768.72)
Donations	\$ 1,200.00	\$ 3,060.32	\$ (1,860.32)
Golf Tournament	\$ 15,000.00	\$ 16,186.05	\$ (1,186.05)
<b>TOTAL Income</b>	<b>\$ 84,473.73</b>	<b>\$ 127,603.89</b>	<b>\$ (43,130.16)</b>

<b>TOTAL INCOME</b>	<b>\$ 84,473.73</b>	<b>\$ 127,603.89</b>	<b>\$ (43,130.16)</b>
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### EXPENSES

Accounts Payable	\$ 13,222.45	\$ 16,480.82	\$ (3,258.37)
Apparel	\$ 4,800.00	\$ 4,648.75	\$ 151.25
Auction	\$ 10,000.00	\$ 11,558.31	\$ (1,558.31)
Benevolence	\$ 3,000.00	\$ 450.00	\$ 2,550.00
Concessions	\$ 15,000.00	\$ 20,171.33	\$ (5,171.33)
Courtyard Improvements	\$ 4,500.00	\$ -	\$ 4,500.00
Golf Tournament	\$ 12,000.00	\$ 11,284.88	\$ 715.12
Grants	\$ 30,000.00	\$ 20,585.74	\$ 9,414.26
Marketing	\$ 1,350.00	\$ 890.25	\$ 459.75
Operating	\$ 4,500.00	\$ 1,941.00	\$ 2,559.00
Powered by Boosters Fund	\$ 12,000.00	\$ 12,000.00	\$ -
Scholarships	\$ 6,000.00	\$ 5,500.00	\$ 500.00
Special Events	\$ 2,500.00	\$ 295.92	\$ 2,204.08
Uniform Rotation	\$ 15,000.00	\$ 1,215.00	\$ 13,785.00
<b>TOTAL Expenses</b>	<b>\$ 133,872.45</b>	<b>\$ 107,022.00</b>	<b>\$ 26,850.45</b>

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<b>BUDGET SURPLUS/(DEFICIT)</b>	<b>\$ (49,398.72)</b>	<b>\$ 20,581.89</b>	
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<b>ENDING ACCOUNT BALANCE</b>	<b>\$ 81,927.33</b>	<b>\$ 151,907.94</b>	
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Other Columbia Accounts	Starting Balance	Activity	Current Balance
RESERVE ACCOUNT (formerly SCRIP)	\$ 25,004.73	\$ 3.02	\$ 25,007.75
STEM Account	\$ 1,826.56	\$ -	\$ 1,826.56
TURF Money Market	\$ 1,438.45	\$ (1,438.45)	\$ -

## ACCOUNT DETAIL

## Accounts Receivable/Accounts Payable Details

Account	Due Date	Type/Vendor	Amount
Grant	8/15/2022	Football Helmets	\$ (13,222.45)
Grant	9/23/2022	Football Helmets (PD)	\$ 11,404.18
Grant	2021-22	Cross Country	\$ 2,500.00
Small Grant	2021-22	Trapshooting	\$ 500.00
Small Grant	2021-22	Swimming	\$ 496.64
	2022-23	Fall Senior banners	\$ 1,580.00
<b>Balance</b>			<b>3,258.37</b>

## Apparel

Type	Date		Amount
Income	2022-23	Preview Day (\$465.33), CVB (\$90), Fall (\$3,320.35), Winter (\$1,109.98), Online (\$898.19)	\$ 5,883.85
Expense	2022-23	Cash bag (\$100), Preview (\$450), CVB (\$67.50), Fall (\$2,658.75), Winter (\$1,372.50)	\$ (4,648.75)
<b>Profit</b>			<b>\$ 1,235.10</b>

## Auction

Type	Date		Amount
Income	2022-23	Ticket Sales, Sponsorships, Donations, Auction Sales	\$ 61,121.80
Expense	2022-23	CCC (\$2,575), last yr expense (\$118.05), GG, food, t-shirts	\$ (11,558.31)
<b>Profit</b>			<b>\$ 49,563.49</b>

## Concessions at a Glance

Type	Date		Amount
Income	2022-23	Sales (Fall Concessions)	\$ 17,204.37
Income	2022-23	Sales (Winter Concessions - \$6,436.66 VIP Concessions Income)	\$ 20,255.29
Income	2022-23	Sales (Spring Concessions)	\$ 2,309.06
Expense	2022-23	Non-perishable expenses	\$ (436.59)
Expense	2022-23	Concessions VIP Program	\$ (2,811.07)
Expense	2022-23	Cash Bags (\$1,100), Supplies, VIP (\$0)	\$ (16,923.67)
<b>Profit</b>			<b>\$ 19,597.39</b>

## Donations at a Glance

Type	Date		Amount
Income	2022-23	Matches + Misc. + CVB (\$119.76)	\$ 2,370.24
Income	2022-23	Kroger (\$499.55), AmazonSmile (\$190.53)	\$ 690.08
<b>Profit</b>			<b>\$ 3,060.32</b>

## Golf Tournament

Type	Date		Amount
Income	2022-23	Registrations, Add Ons, Ball Drop, Sponsorships, Raffles	\$ 8,826.39
Income	2022-23	Sponsorships	\$ 2,750.00
Income	2022-23	Day of Sales	\$ 4,609.66
Expense	2022-23	Chehalem Glenn	\$ (5,900.00)
Expense	2022-23	Payouts, Prizes, Food/Drinks, Course, Decorations/Supplies, GreaterGiving fee, slushie	\$ (5,384.88)
<b>Profit</b>			<b>\$ 4,901.17</b>

## Special Events

Type	Date		Amount
Income	9/5/2022	CVB Dunk Tank	\$ 304.00
Income	10/28/2022	Happy Hour	\$ 77.22
Income	2022-23	Tailgate proceeds (Kona Ice, Boba, Wilson Ortho)	\$ 428.20
Expense	2022-23	Fall & winter senior nights	\$ (295.92)
<b>Profit</b>			<b>\$ 513.50</b>

## Grants at a Glance

Type	Date	Fund	Amount
Starting Balance	8/1/2022	Budget Allotment 2022-2023	\$ 30,000.00
Expense	9/23/2022	Golf Tournament Bonus Grant: Boy's Basketball	\$ (1,000.00)
Expense	12/9/2022	Grant: Boys Water Polo	\$ (2,264.32)
Expense	1/17/2023	Grant: Pin Pals lodging OR Classic	\$ (1,226.24)
Expense	1/17/2023	Grant: Wrestling lodging OR Classic	\$ (2,584.85)
Expense	2/2/2023	Grant: Boys golf Uniform & Hats	\$ (2,240.00)
Expense	2/2/2023	Grant: Boys Basketball Bend tourney expense	\$ (2,250.00)
Expense	2/2/2023	Grant: Ski Team lodging at Camp Arrah	\$ (1,200.00)
Expense	3/14/2023	Grant: Cheer Music and Choreography	\$ (2,150.00)
Expense	3/24/2023	Grant: Boys tennis ball machine	\$ (2,162.99)
Expense	3/24/2023	Grant: Boys lacrosse Bend game lodging	\$ (1,200.00)
Expense	4/17/2023	Grant: Boys soccer backpacks	\$ (500.00)
Expense	4/28/2023	Grant: Softball helmets & backpacks	\$ (1,807.34)
<b>Remaining Budget</b>			<b>\$ 9,414.26</b>

## Scholarships

Type	Date	Fund	Amount
Starting Balance	8/1/2022	Beginning Balance	\$ 6,000.00
Expense	2022 PA Winner	Gretchen Call, Augustine Schoonveld, Emily Busch	\$ (1,500.00)
Expense	2022 Winner	Josie Willcut, Alyssa Stilp, Alexa Beaudry, Claire Rosenberg	\$ (4,000.00)
<b>Remaining Budget</b>			<b>\$ 500.00</b>