

Lake Park Booster Club

Board Meeting - March 1, 2006

Attendees:

Barbara Hancock	Mike Hannigan
Nancy Andrews	Vivian McKeon
Jim Andrews	Donna Fiedler
S. Gunderson	Pete Schauer
Joan DiPiero	Ken Bates
Vince Tunzi	Tim Fenner
Unlim Fenner	

Donna called the meeting to order at 7:09pm.

Motion to approve February 1, 2006 meeting minutes-Viv does not approve the treasurer report, we have 2 scholarships-not 4- as the minutes indicate. Jim motioned to approve the revised minutes-Mike seconded.

Athletic Director Report:

Changing the athletic event website, not completely accurate at this time. Thanks for your support, it's been a busy winter. We got all the IHSA events we requested, could not have done that without the booster support. Pete passed out the spring sports schedule. District's contract with Coke up this year. Boosters order the most Coke for the school district, are we happy with Coke? Joan says yes, booster club decides we are happy with Coke. Viv says we should get a quote from Pepsi.

Scholarship application: Donna added "for office use only" and "good standing" and "not in good standing". Not in good standing would be 2 Lancer Code violations for the duration of athletic career-this means the student would not be eligible for the Booster scholarship. Changed the 3.0 grade point average on the scholarship to 4.0 on a 5 point scale. Nancy disagrees with the anonymity of the applicants and abstains from voting on the changes to the scholarship. Nominating committee will be determined after we see how many applications we receive.

School store: we've signed up with Office Depot to order our school supplies for the store. Benefits of this would be online ordering with no minimum, no shipping fees and next day delivery.

Cheer competition: scrapped the coat check idea, there is only room for 140 coats. Mr. Buchenot could not spare any junior class helpers due to the color guard.

Treasurer Report:

YTD highlights: made \$9,500 in contributions to athletic programs. \$6,000 to the running start program. \$35,000 in savings. Wish list requests are due at the April meeting, so we can vote on them in May. Having difficulty collecting concessions money from the basketball events. Approval of financial report motioned by Viv, Joan seconded.

Vice President Report:

Spring volunteer schedule ready to go. Working on the scholarships, will drop off at West Campus.

Marketing Report:

Developed and added text to **Home Page** and placed photos on the Home Page

Developed and added **About Us** page text

Overview (text)

By Laws (still waiting for them to put up the finalized version)

Booster Board Members (Position / Name / Booster email address)

Team Purchases (list by sport - list from Pete)

Booster News page (summary of articles or announcements to click on)

Minutes (not up)

Developed and placed general text in the Events page

Used Donna's Memo to the LPHS School Board to place temporarily in the Sponsorship page until the program is ready to be described. (We will eventually list sponsors, contact info, link, etc)

Finalized the FAQs page questions and text

Finalized most of the needed descriptions on various Links pages

Added 13 new items - photos, costs, and descriptions to the Shopping Cart

Edited the costs for about 40 items on the Shopping Cart

Prepared a list of 29 items to be removed from the Shopping Cart (not yet completed)

Set up directed emails for everyone except those using AOL since they block redirected email (need alternate email address or there is a way to access directly in the website - but it wont come delivered to your normal email)

Developed a database to assign handling charges as we had agreed to the Shopping Cart order calculations.

Placed a Coming Soon page on the Home Page URL when it became apparent that some people had been accessing the site and attempting to place orders and had inventory and pricing issues.

Beta tested the system - orders, order entry, accessing order sheets, checking pricing calculations, tax, shipping, and handling charges. So far so good.

Developed a working Banner generation module to use for the banner space on the top of each page. — Sponsors — special announcements — Buy Excess Inventory (link) rotate can be set to not change for weeks or given a prioritized basis etc.

Outstanding Issues

Waiting for Secure Certificate to be registered then we can process orders and test live order systems and bank deposits. This should literally be any day. I will be contacted directly upon registration.

A wide variety of miscellaneous footer and other text need to be written - but I need to clarify what it is they want. Does not affect ability to use main navigation or SHOP!

By Laws and Minutes need to be placed on the site

Ken needs to be added on one of the Board listings - in the FAQs

Question if we want the site to calculate inventory levels and generate back orders. To

do so will require a current inventory count when the site is activated. Then placed orders would show back orders rather than find out later. (Gets to our own security issues with who has access when we aren't around)

Enhanced product descriptions for newer items need to be written.

Alternate purchase items need to be added for the most recent inventory additions.

Concessions Report:

General schedule questions-went over additions with Viv. April 22, girls soccer invite at West. All soccer at West, girls track at East. April 29, girls soccer at East.

Donna went to Sam's with tax exempt letter, they will reimburse retroactive 3 months. Need receipts, Jim will find them. Baseball concessions-only for doubleheaders.

Spiritwear Report:

School store up and running. Folders are ready. Stocked the stores for \$116.00 each. Office Depot delivering all the supplies. Contest to name the school store underway at East, West has not begun yet. School store open on Fridays during lunch. Winner of contest will be named during school announcements; winner receives a LP hoodie. \$3100 dollars needed to stock the stores, April 5 is incoming freshman night. Joan motioned to approve the \$3,100 dollar expenditure, Barb seconded. Viv says Nancy should have a pre-approved spending limit of \$3,000 for standard inventory items like pens and pencils. Spiritwear table for cheer sectionals-selling official T-shirt of the competition, we get to keep the profits.

Membership Report:

Motion to approve \$20 membership fee. Board agreed. Barb and Donna need to meet to create new membership form.

Sponsorship Report:

Looked into the programs for fall/winter/spring. They vary in size, previous printer charged on the per-game basis, have changed that to per-season basis. Talked about how many programs needed at an event, pocket schedules will cost \$400. Pete can get programs made for spring event, will show us an example.

Secretary Report:

No report

New Business:

Booster "Thanks a Brunch" on March 18. Expecting about 50 people.