

Jefferson High School Athletic Booster Club
Monthly Meeting Minutes
February 12, 2025 (rescheduled 3/4/2025)

- 1) Call to Order 6:02 *Angi Kevitt*
- 2) Secretary's Report: *Renate Nickell*
 - a. Copy of minutes available on-line at: <https://jefferson.crschools.us/athletics-activities/booster-club/>
 - b. Approval of January 2025 minutes – TG motion, KE 2nd – BC Approved
- 3) Treasurer's Report: *Sherri Pieffer*
 - a. Profit & Loss YTD Comparison
 - b. January summary – “grants to others” needs to be labeled for the 25-35% payouts
 - c. Outstanding Invoices Owed: Washington FB Volunteers 14 @\$4.50 (cc CD on email to Grant Schultz), Cheer – taco meet \$82.50
 - d. State taxes/tax report due 1/31/25
 - e. Sport Payouts Owed
 - o Boys Basketball: 35% of 1/11/25
 - o Special Olympics: 35% of 1/19/25
 - o Girls Basketball: 35% of 2/1/25
 - f. Square Owner Transfer (AK) – AK fixed a 10yr old tax id error w/ square, JM needs an affidavit from our accountant
 - g. Kingston 2024 Contract Payout: \$8,314.94 (AK)
- 4) Activities Directors Report *Derek Dixon/Chris Deam*
 - a. Trivia Night will be held on April 12th @ Moose Lodge
 - o provide forms
 - o money to go through booster club
 - o \$200 deposit is needed from BC to secure location of event – it will be refunded
 - o Food ordered from Moose Lodge
 - o \$684 is needed for total cost to hold event
 - o \$180 per team/max of 17 teams
 - o Westside Spirits is to donate Keg
 - o Invoices, money in and out will come from Booster Club
 - o CD to provide the contract something stating the deposit
 - o DD to update the form 1 payout per team
 - b. Spring Season SUG went out today per KE
 - c. Show Choir did better w/ clean up after their event. A few things were left out.
 1. BC Board asked they purchase their own card readers. Replacement is not cheap. We don't have a contract in place stating borrowers of equipment would be liable to replace if they were to break.
 2. DD would like to have a policy and procedure for “Game Plans” for the Show Choir Parent Groups
- 5) New Business:
 - a. Show Choir Event: 2/21 & 2/22/25 (Set up 2/20/2025 PM)
 - o Use stand, popcorn machine, drink coolers (Need drink coolers & stand refrigerator emptied and stand items stored away by 2/20/25)
 - o BC donate 1 case seeds (\$24.71), 1 case oil (\$71.70), 1 box seasoning (\$3.39), & 2 sleeves of bags (\$12.05) = \$111.85
 - b. General Mills changing bag sizes of Chex Mix: 3.75 oz (\$1.76ea – menu price \$3) to 4.5oz (\$2.03ea) board approved to change menu price to \$4 ea. for bigger bag

Angi Kevitt	Renate Nickell	Sherri Pieffer	Kelly Eirp/Sarah Wendling	Christina Grissom/Kim Wilson
Product Buyer	Secretary	Treasurer	Volunteer Coordinators	Stand Stocking

- c. Core-Mark/Farner Bocken Product Show – Thursday 4/10/25 and 4/11/2025 from 8-1 at IA State Fairgrounds
 - d. Spring Kingston Opening (Stand #2 only): date of first event: 3/25/25
 - e. Starter cash by: 3/21/25 (SP)
 - f. BY 3/13/25: Stand, equipment & grill cleaned, coolers/refrigerator plugged in, prepped for stocking & drink delivery. Farner delivery: 3/11/25 (AK, TB confirmed she will be there) Pepsi delivery 3/19/25
 - o SW and KE said they will be clean it by 3/10
 - o TG and KW said it will be stocked 3/15/25 or 3/16/25
 - g. March 24th – Freshman Parent Night
 - h. Volunteer Cards for Coaches at Track events – Adam is going to order pizzas through BC instead of volunteer cards and we will invoice
- 6) Old Business:
- a. Board Outstanding Items/Follow Up/Planning
 - o Treasurer duties – switch square account, soc. Sec w/AK
 - o RN to transfer contact and business needs with Kona Ice and Tom's coffee to SW
 - o RN to transfer contact and business needs with Almost Famous Popcorn to SW
 - b. Board Members for 2025-26: Chair(s), Treasurer, Secretary, Product Buyer(s)
 - o Sabrina Tapps Fee – Appointed as new Secretary starting new Fiscal Year
 - o Tiffany Boll – Product Buyer – to train with AK
 - o Nominations of names mentioned for open board positions (not present)
 - 1) Mikki Wilhem Chair/Treasurer (Treasurer to train with SP)
 - 2) Lindsey Traverger??
 - 3) Jennifer Patton??
- 7) Next Meeting April 9th, 2024 @ 6 PM – Leonardo's
- 8) Adjournment: 7:54pm
- Present at meeting: Angi Kevitt, Renate Nickell, Sherri Peiffer, Tina Grissom, Kim Wilson, Derek Dixon, Rob Martin, Kelly Eirp, Tiffany Boll, Sabrina Tapps Fee

BOARD OUTSTANDING ITEMS/FOLLOW UP/PLANNING:

Concession Stand Notes from 2023-24 Season:

- **Reminder for Sport Assignments '24-25:** M Wrestling agreement w/ Stand #3 includes not assigning them to any other concession slots, M Soccer working wrestling concessions meets (will also open/close) in winter to fulfill slots and W Tennis working M Wrestling V & JV tournament (NOT open & close) do not assign to Kingston Spring.
- **Indoor Youth events:** Offer fundraiser opportunity for sport groups to earn 25% of net sales if fill all slots, 35% of net sales if all slots AND Opener/Closer slots filled by the sport group. In the past: MBKB for boys youth basketball tournament, WBKB for girls youth basketball tournament, and Special Olympics (Sara Young) or Wrestling for youth wrestling tournament.
- **ALL Stands:** Removal of Sour Punch Straws. Phase out Sour Patch Kids, Starburst, Milky Way, and both donut holes once out. SB – keep the Milk Way?
- **Baseball:** Need to keep SUG updated throughout the season. Fill out deposit slips completely. The 2024 season only opened for S/JV/V events - if opening for F in 2025 - need to look at sales for 2023 instead for initial orders. Items needing repaired: mold in ceiling of LK storage room, ivy growing through walls, ceiling/roof continues to leak (near food prep window), water leaks from water line under counter with popcorn popper, small Pepsi cooler (near door) not cooling, keep boxes last ¼ of season, possibility of AC for stand.
- **Softball:** Look at cutting back the number of volunteer slots, Pepsi single door cooler between order window & condiments window not cooling, peanuts - only 2 cases, OJ - 1 case, Apple juice - 3 cases, remove suckers from menu?, reach out to AmeriGas very early spring to donate/swap two 100 lbs propane tanks, Speak with Mark F about items added/removed from other stands menu – especially Milky Way's.
- **Kingston:**
 - Stand #2 – purchase of new warmer prior to spring 2025 events (est \$250)
 - Batcave – purchase of new chest freezer prior to Spring 2025 events (est \$1000-\$1500) DONE
 - Wifi issues
 - Band Events – No outside vendors/food trucks w/o Booster Club approval or invitation
 - Coffee/HC – stand #3 try different coffee truck or HyVee StarBucks (if Starbucks – increase HC price to \$4)
 - Purchase for Fall 2025 – Kingston Stand #3 – 6 floor mats

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