

1. Opening: **7:03 pm**
  - a. Call To Order: **1st Bridget, 2nd Rob. All approve.**
  - b. Determine Quorum
    - i. Board Members Present: **Michelle Dineen (Pres), Rob Dineen (Tr), Bridget Pritchard (Vol Coor), Michelle Bachmeier (Sec). Also present Jonathan Sundquist.**
    - ii. Board Members Absent: **n/a**
2. Approve Previous Regular Meeting Minutes
  - a. December Meeting Minutes: **1st Bridget, 2nd Rob. All approve.**
3. President Report
  - a. Sponsors
    - i. Space in pool, at table, merch
    - ii. Angelique? (Check incoming): **Waiting for check to help determine price points. Michelle D talked to Foss.**
    - iii. Sponsor Ideas – set price points, come up with ideas (Scoreboard, Magnets for lockers, ticket table, program, QR Code Logo, digital media)
  - b. Elsmore Booster Store?: **Set and ready to go once Michelle D gives them the go ahead. Will have more adult clothes and fan shirts. Increased prices somewhat so booster club gets a portion. Would be open certain times of year for several weeks. We would deliver merch. Would open soon. We are going to try it out. Michelle D will email Elsmore to open site.**
4. Secretary Report: **Cub bagging went well after slight problem with Cub not being sure which group from BHS was coming. Bridget will call for 2 dates for 2024, hoping weekend before Thanksgiving at Eagan Cub and right before Christmas at HOTC Cub. Eagan allows younger kids to bag. If younger or inexperienced kids, they would have to be with older kids.**
5. Volunteer Coordinator Report
  - a. MYAS fundraiser: **5/18-19. Should send out save-the-date email. Need at least 10-12/shift (4 at concessions, 4 court monitors, 2 admissions, 1 manager). 8-8 on Saturday, 8-4 on Sunday typically. Have to figure out how long we want shifts to be. Kids can help in concessions. Open to asking other groups (BD or others at BHS) if we can't get enough volunteers and would split 50/50. Will only happen if enough teams sign up, teams sign up months in advance. Could have up to 6 courts going all weekend. Need to make it fun-music? Swag? Would be 3-5 graders. When is fall deadline? Winter's is end of August.**
    - i. Read and decide whether to sign contract: **We are going to do it. Michelle D and Rob will be contacts and will contact MYAS.**
  - b. Task Timeline created attached to agenda
    - i. Please reach out with edits: **We will all read it over to see if anything should be changed. Best month to start timeline? Or just keep**

**Jan-Dec? Michelle D will add contact links to it, such as Droolin Moose.**

6. Treasurer's Report: **Have 8-9 backpacks, 15-20 towels. About \$14000 in accounts. Budget next year will depend on MYAS.**
  - a. Discuss Financial Status of Booster Club As of 01/14/2024
  - b. Girls season is wrapped - no known outstanding expenses: **Girls close to \$3000 over budget**
  - c. Boys expenses mostly accounted for – Chuck a Duck, Senior Night, Banquet outstanding: **Bridget needs to cash her reimbursement check.**
  - d. Boys Income remaining – BHS Meet Fees, Droolin Moose, Senior Night and Banquet
7. IT Business
  - a. none
8. Team Reports: Recruiting: **Tough for girls since season starts in August. Need to do more at end of school year. Teams do go to middle schools in May. Would signs outside help? Need to brainstorm ideas-invite interested kids to meets? Michelle D will talk to Amanda W to ask about BD growth.**
  - a. Girls Team
  - b. Boys Team: **Have 3rd coach.**
9. Meeting Schedules (per bylaws at least quarterly)
  - a. February 20, 2024 at 7:00 in BHS A26
10. Adjourn: **7:50 pm 1st Bridget, 2nd Rob. All approve.**

## Burnsville High School Swim and Dive Booster

### Profit and Loss by Tag Group

July 1, 2023 - January 14, 2024

	BOARD	BOYSSWIMANDDIVE	GIRLSSWIMANDDIVE
<b>Revenue</b>			
Contributed income			
Banquet Contributions			660.00
Booster Fees		2,726.80	2,250.00
Government grants & contracts			1,500.00
Senior Night Contributions			440.00
Travel Fees		480.00	1,420.00
<b>Total Contributed income</b>		<b>3,206.80</b>	<b>6,270.00</b>
Fundraising Income			
Backpack sales		80.00	
Cash Donations		130.00	102.00
Cub Bagging		1,663.75	
Davanni's Pizza			129.68
Droolin Moose			4,811.00
Merchandise Sales			100.00
Towel Sales		40.00	60.00
<b>Total Fundraising Income</b>		<b>1,913.75</b>	<b>5,202.68</b>
Investment income	1.48		
<b>Total Revenue</b>	<b>\$1.48</b>	<b>\$5,120.55</b>	<b>\$11,472.68</b>
<b>GROSS PROFIT</b>	<b>\$1.48</b>	<b>\$5,120.55</b>	<b>\$11,472.68</b>
<b>Expenditures</b>			
Advertising & marketing			
Parade	153.05		
<b>Total Advertising &amp; marketing</b>	<b>153.05</b>		
Clothing			
Coaches Clothing		298.50	201.00
Team Clothing		414.00	1,257.91
<b>Total Clothing</b>		<b>712.50</b>	<b>1,458.91</b>
Coaching			
Coach Gifts			300.00
Coaches Stipend			1,200.00
<b>Total Coaching</b>			<b>1,500.00</b>
Contract & professional fees	70.00		
Fundraising fees			3,337.60
<b>Total Contract &amp; professional fees</b>	<b>70.00</b>		<b>3,337.60</b>
Events and Meals			
Captain Events		200.00	299.78
Seasonal Banquet			1,405.31
Seasonal Events			1,002.12
Team Building		600.54	
<b>Total Events and Meals</b>		<b>800.54</b>	<b>2,707.21</b>
Office expenses			
Software & apps	299.00	87.85	179.85

## Burnsville High School Swim and Dive Booster

### Profit and Loss by Tag Group

July 1, 2023 - January 14, 2024

	BOARD	BOYSSWIMANDDIVE	GIRLSSWIMANDDIVE
<b>Total Office expenses</b>	<b>299.00</b>	<b>87.85</b>	<b>179.85</b>
Photography			
Banners and Photos		722.50	1,200.00
<b>Total Photography</b>		<b>722.50</b>	<b>1,200.00</b>
Supplies			
Supplies & materials	73.62		
<b>Total Supplies</b>	<b>73.62</b>		
Swimming Equipment			
Bags	750.00	757.50	757.50
Other			50.00
Suits		1,090.75	1,391.15
Towels	591.43		
<b>Total Swimming Equipment</b>	<b>1,341.43</b>	<b>1,848.25</b>	<b>2,198.65</b>
Travel			
Activities			334.24
Hotels		846.36	952.00
Meals		364.99	257.52
Taxis or shared rides		50.00	
<b>Total Travel</b>		<b>1,261.35</b>	<b>1,543.76</b>
Trophies and Awards			97.20
<b>Total Expenditures</b>	<b>\$1,937.10</b>	<b>\$5,432.99</b>	<b>\$14,223.18</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -1,935.62</b>	<b>\$ -312.44</b>	<b>\$ -2,750.50</b>
<b>NET REVENUE</b>	<b>\$ -1,935.62</b>	<b>\$ -312.44</b>	<b>\$ -2,750.50</b>

Burnsville High School Swim and Dive Booster

**Statement of Financial Position**

As of January 14, 2024

	<b>TOTAL</b>
▼ ASSETS	
▼ Current Assets	
▼ Bank Accounts	
PRIMARY SHARE (0001) - 1	2,943.43
SMALL BUSINESS CHECKING (0002) - 1	12,799.85
<b>Total Bank Accounts</b>	<b>\$15,743.28</b>
▼ Accounts Receivable	
Accounts Receivable (A/R)	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
▼ Other Current Assets	
Payments to deposit	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$15,743.28</b>
<b>TOTAL ASSETS</b>	<b>\$15,743.28</b>
▼ LIABILITIES AND EQUITY	
▼ Liabilities	
▼ Current Liabilities	
▼ Accounts Payable	
Accounts Payable (A/P)	1,513.93
<b>Total Accounts Payable</b>	<b>\$1,513.93</b>
<b>Total Current Liabilities</b>	<b>\$1,513.93</b>
<b>Total Liabilities</b>	<b>\$1,513.93</b>
▼ Equity	
Opening balance equity	19,803.25
Retained Earnings	-575.34
Net Revenue	-4,998.56
<b>Total Equity</b>	<b>\$14,229.35</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$15,743.28</b>

Accrual basis Sunday, January 14, 2024 03:43 PM GMT-06:00

Burnsville Swim & Dive Task Timeline

<b>Booster Board</b>	<b>Girls Team</b>	<b>Boys Team</b>
<b>January</b>		
Book Cub for next year		Volunteers for the JV Pasta Party
Volunteers for the JV Pasta party		Book the end of the season Banquet
		Juniors planning for Senior Night (Last home meet of the season) <ul style="list-style-type: none"> <li>• Food</li> <li>• Gifts</li> </ul>
		Drooling Moose Start the first week of January – run for two weeks. Give out and get back from swimmers on home meets. Get one check per swimmer to cover their orders. Check made out to ‘Burnsville Swim and Dive Booster’
		COACH : End of the Year shirt
<b>February</b>		
		JV Section Pasta Party
		Senior Night (Last Home Meet of the Season)
		Drooling Moose Pick up/Hand out
		Section/State Pasta Party
<b>March</b>		
		Section/State Banquet
	<b>April</b>	
	Girls Captain’s Planning Meeting <ul style="list-style-type: none"> <li>• Apparel - shirt</li> <li>• Socials</li> <li>• Parent meeting</li> <li>• Fundraising</li> </ul>	
	Set date for summer get together with girl and boy team	

Book Cafeteria for socials once the swim meet schedule comes out. AD office can help		
Nomination of next board positions		
Budget meeting/Pass on to Captain parents		
<b>May</b>		
Register for Fire Muster – Kim Harrod has done this in the past and can help.	Reach out to Drooling Moose to plan for the fall	
MAYAS Fundraiser		
Promote joint team get together		
Recruiting swimmers at middle schools		
Book Cafeteria/Socials and pancake breakfast in the Home Ec rooms, Parent meeting in Cafeteria		
Board Position Elections		
<b>June</b>		
	First store open for Elsmore	
	Book Swim Banquet	
	Joint event for both teams	
Book Football Homecoming game volunteering with AD		
Send update for business to Minnesota Secretary of State		
<b>July</b>		
	Captain's meeting if needed to finish up April list	Note girls home meets to be at and volunteer
	End of Year banquet Planning	
	Joint event for both teams	
<b>August</b>		
Plan Fire Muster - candy	Plan out of town trip <ul style="list-style-type: none"> <li>● Bus</li> <li>● Hotel</li> <li>● Meals</li> </ul>	Captain's planning meeting <ul style="list-style-type: none"> <li>● Apparel</li> <li>● Socials</li> <li>● Parent meeting</li> <li>● Fundraisers</li> </ul>
Plan Home coming volunteering	Start of season/Parent Meeting	
Reach out to Drooling Moose for Girls Team	Pancake Breakfast	

	Pictures-panoramic banners	
	Table at School Open Houses	
<b>September</b>		
Homecoming Volunteer Day	Table at School Open Houses	
Fire Muster		
	End of year shirt	Plan boys away meet <ul style="list-style-type: none"> <li>• Bus</li> <li>• Hotel</li> <li>• Meals</li> </ul>
	Team photos	Meet with Elsmore for store during season
	Start selling Drooling Moose/ Turn in Drooling Moose	Plan with Choir & Orchestra to play at home meets
<b>October</b>		
Homecoming Volunteer Day	JV Champ pasta party	Open Elsmore store
	Out of town trip	Booster Registration Open
	Pick up and Hand out Droolling Moose	Update Calendar of events
		Plan pancake breakfast
		Table at Conferences
		Parent meeting?
<b>November</b>		
	Section/State Pasta Party	Book boys end of year banquet
	Banquet information out to families and numbers of attendees back	Parent meeting
<b>December</b>		
Reach out to Drooling Moose for Boys Team	Cub Bagging	
Volunteer reminders for Cub	Banquet	Open Elsmore Store First Monday after Thanksgiving
Volunteer reminders for <ul style="list-style-type: none"> <li>• Meets</li> <li>• Food</li> <li>• Pancake Breakfast – first Saturday of the season</li> </ul>	Pass on Information to New Captains	



1/15/24 Booster Board Minutes Board reviewed 2/14/24
