

Odessa Montour Sports Boosters

Meeting Minutes

07 December 2012

- I. Call to order at 6pm with Sharon L, Rose, Janice, and Wendy present.
- II. Approval of minutes from last meeting as posted on the internet.
- III. Treasurer's report
 - a) Fall 2011 Season analysis – Wendy reviewed the fall 2011 season results. The total profits after collecting income and expenses were \$4,931. Though overall sales were less than anticipated, we were able to do a good job at keeping expenses down as well. Note that these figures do not include costs for Hall of Fame and STAR awards. Final costs were not available for these events at the time of the budget review.
 - b) Monthly Report – Review of current account status. Not much to report as not many games have happened yet.
- IV. New items
 - a) Getting new volunteers – Discussion on general ideas for increasing volunteerism. We should talk to Chris about all the issues we're having getting volunteers. We should propose an addition to the athletic code of conduct requiring student athletes and parents to assist. Discussion of how this is implemented at Spencer and Newfield schools.
 1. How do we recruit?
 2. How do we train to open/close?
 3. How do we manage keys/inventory/money?
 - b) Review open/close procedures for concession – Rose found soft copy of the procedures from approximately 2004. She'll do the first set of modifications then email to Wendy. She would like audit procedures added. Need to add a text or note to an officer at end of game on what items were sold out.
 - c) Scheduling additional board meetings – Discussion on officers meeting an additional time each month to discuss items. We would schedule these meetings as needed.
- V. Old business
 - a) Selling popcorn during winter season (Deb/Sharon) – Bridget and Deb are still working this. Half a lunch bag at 50 cents.
 - b) Corning Wrestling tournament (Rose)
 - a. Menu items and prices –
 1. Sausage, egg, cheese on roll. Bacon, egg, cheese on roll. Sandwiches at \$1.50/sandwich. Breakfast pizza from Dandy. Box of assorted oatmeal. Small fruit. Gallon of white, gallon of white, gallon of OJ.
 2. Glenda is making white bean chicken chili, Rose will do a potato soup. Plan on using Styrofoam cups at 50 cents a cup. Burgers, hot dogs, pizza, nachos. 10 packs of burger rolls, 10 packs of hot dog rolls.
 - b. Signage for menus – Rose to work on

- c. Grocery shopping – Rose
- d. Volunteer schedule
 - 1. 3 adults and 2 kids to open
 - 2. Deb may be able to help around 10
 - 3. Another from 11 am – 2pm
- c) Fall 2011 STAR Awards (Deb S./Wendy) – Waiting for bill.
- d) Hall of Fame plaques (Chris) – Waiting for bill.
- e) All Call for volunteers (Deb) – Need to discuss with Deb.
- f) Google Analytics (Wendy) – Analytics are installed, waiting while data is collected before reporting at a meeting.
- g) Web site and Hall of Fame (Wendy/Glenda) – Wendy to make updates to web site and ask Glenda about Hall of Fame pages.
- h) Concession stand usage form (Sharon) – Sharon working on.
- i) Insurance coverage (Sharon) – Sharon working on.
- j) Merchandise ideas – No discussion.
- k) Project Ideas:
 - 1. Pool Records Sign
 - 2. Jack Davis scoreboard
 - 3. Sound system for Charles Martin Field, Big Gym, Pool Area

VI. Adjournment at 7pm.