

KOKOKAHI GYMNASTICS TEAM BOOSTER CLUB MEETING AGENDA

KGT BOOSTER CLUB BOARD MEMBERS

Interim President - Stephanie Jurgenson

Interim Vice President - Wendy Ferri

Secretary - Liam Connel

Treasurer - Tiara Kalopodes-Faagata

Fundraising Committee Co-Chairs - Julie Reid, Amanda Luko

Marketing Committee Chair - Becky Newbold

Sponsorship Committee Co-Chairs - Perry Howel, Allison Schaeffer

Meeting Time and Location: 10/09/2023, 6:00pm, KGT Conference Room

Call to order and Roll

Board members in attendance: Steph, Tiara, Julie, Becky, Wendy, Amanda

Booster club members: Ariel, Libby Myers

AGENDA

President Report:

- Panda Express results \$787.75, next Nov 2
- Bylaws update – Steph motioned to vote to accept drafted by laws; Wendy 2nd the motion. Steph, Julie, Amanda, Tiara, Wendy, unanimously voted yes to accept drafted by-laws. Steph to let officers know how and when available to sign.

Treasurers Report:

- \$3632.40 today's balance
- See attached

Fundraising Committee

- Halloween meet
 - Food concessions
 - Supplies ordered - candy leis, roses, jibbitz, roses
 - Volunteer/donation sign-ups went out 10/8. Make goods 10/13. Sign up by 10/20. Bring in by 10/25.
 - Tiara and Julie met and came up with numbers of how much we requesting/buying.
 - Tiara to get petty cash from bank beforehand, maybe \$200. Petty cash form needed.
 - Will accept venmo and cash. Need to show sent the venmo to someone working the tent.
 - Should track items sold, so we know what sells well for future. Easy tally sheet if nothing else
 - Cost of items being sold? Tiara taking notes on prices discussed during this meeting; updates made live in the concessions planning google sheet.
 - Glitter roses, more colors next time?
 - Tiara check candy prices tomorrow on amazon prime day

- Signs - see marketing committee notes
- Cotton candy yes, \$5 or suggested price from the vendor. Allison's neighbor starting cotton candy business no charge to Koko!
- Next fundraiser idea discussion – [see this sheet](#)

Ariel

- Water bottles
 - Do we want/are we able to have a parent sitting at table with sample bottle and QR code for order form during practices/rec classes next week (not this week b/c so many gone for fall break). Good idea, should for sure do next time. Didn't get organized around this in time for this water bottle drive.
 - Ariel to have few printed forms, QR code for the form to order at the meet.
 - 1 of each size of each Koko design (9 total) w/koko logo booster club to purchase to sell at the Halloween meet

Marketing Committee

- Signs/flyers for halloween meet with menu and prices to be done by Becky or committee

Sponsorship Committee

- Requested to add to Koko board agenda next mtg - permission to hang banners

Other

- Interim seats. Steph has been approached by people interested in helping out the booster club and maybe willing to take a seat if this makes sense for our interim board member(s)
- Officer regular responsibilities between meetings? Need to have better organization and structure around this. Didn't discuss at this meeting but brought up as important for future meeting discussion or maybe email dialogue amongst board officers.
- How can we structure to further support fundraising events coordination not all falling on fundraising committee? Example, Ariel (sponsorship committee) took lead for water bottles (made sense and thank you!). Discussed briefly. Ok for now. But will need to have awareness about this moving forward
- Meeting minutes - all up to date and approved
- All items below, Notes drafted before meeting, but not discussed at this meeting b/c ran out of time planning for Halloween meet concessions:
 - Cloud 9 Fundraising (sheets) – ordered no-cost fundraising sample kit so we can see and decide. Maybe easy enough to have at concessions and have girls sell if they want? If we do it this way, we will want to keep track of who sells what, to allocate \$ for efforts.
 - Individual team coordinated fundraising events, follow-up conversation

Meeting adjourned at 7:01 PM

Next Meeting: November 13, 2023 @ 6:00pm (monthly, 2nd Monday)

Minutes taken by Steph (Secretary was not able to attend mtg)