

Board Members:  
President: Joanna Pruden  
Vice President: Nikki Flowers`  
Membership: Maria Hendryx  
Secretary: Karen Beers  
Treasurer: Juanita Gomez  
Concessions (Buyers): Stacey Pickard/ Erick Goins  
Concessions Coordinator: Maria Hendryx  
Communications: Callie Gillespie  
Spirit: Callie Gillespie  
Athletic Director: Matt Stanford

**North Kitsap Athletic Booster Club**  
**General Meeting – April 12, 2023**

- **Call to Order:** J. Pruden called to order at 6:39 p.m. J. Gomez seconded
- **Officers Present:**
  - Karen Beers, Alissa Chmielewski, Callie Gillespie, Juanita Gomez, Maria Hendryx, Erick Goins,, Joanna Pruden
- **Members Present:**
  - Clay Blackwood, Monica Blackwood, Luanna Beatty, Stephanie Burgh, Erin Dill, Zoey Fredericks, Sarah Heymann, Jodi Hitchings, Heather Hoepfinger, Rebecca Maberry, Susanna Leche, Kelly Simkins, Steffi Stefanski, DeAnna Reece, Cassie Whitsitt, Jessica Young, Rob Young
- **Treasurer Report:**
  - J.Gomez presented updated financials for all teams
- **Treasurer**
  - Payment Requirement form to be created by Steffi Stanfanski for coaches to fill out going forward to help NKAB treasurer and president match up invoices they are receiving directly from companies.
  - M. Hendryx to remind coaches and team parents that all purchases over \$500 must have prior approval.
  - Concessions form to be amended to have “Concession team worker” signature and “Board member” signature. Board member will take picture of the completed concession form at the end of the night, deposit slip and starter form. Board member will pull funds at end of the night to create a starter for next event. Board member will make a night deposit at Umpqua Bank. Pictures and drop off confirmation will be texted to Juanita.
  - Member J.Young requested that a Substantiation for Contributions be provided for donations. Booster receipt has not been adequate for tax purposes. Booster “Substantiation for Contributions” form to use going forward was created. It states “No goods or Services were provided in exchange for contribution”, along with tax id number, who, what and value of what was donated.
  - \$3000 from Volleyball booster account approved to be moved to ASB account.\*
  - Approved a pre-purchase of \$8000 for flights to Los Angeles for football camp. This covers 18 boys and 5 coaches.\*
- **Secretary Report:**
  - J. Pruden motion to approved March minutes with discussed changes. C. Gillespie seconded.
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- **Membership**
  - M. Hendryx to send team and parent reps reminder that expenditures over \$500 have to be pre-approved.
  - Bylaws to be emailed to coaches every season.
- **Scholarship:**
  - J. Pruden reminded everyone at the meeting in order for an athlete to be eligible for the booster scholarship the family needs to be a member.
  - Scholarship committee will review applications the week of May 15<sup>th</sup>. It is a blind process.
- **Spirit:**

- Membership approved the idea of creating a NK Athletic mural on outside wall at the athletic medicine entrance. Would offer a \$250 scholarship to winning art submission. J.Pruden to contact art department and digital art teacher to see if willing to have classes/students complete the mural. Offering their department funds to do so. Membership voted to approve.
  
- **Student of the Month:**
  - March Student of the Month\*
    - Mac MacKinnon – Golf
    - Jonathan Bourque – Baseball
    - Julia Schuchart – Softball
    - Teagan DeVries- Tennis
  
- **Fundraising:**
  - Fundraising needs to be offered to both male and female team that they are paired up with next school year.
    - Team may decline opportunity to participate when asked
    - Fundraising form needs to add a box to check if team accepted or declined offer
  - Exceptions to teams having to be paired with an opposite gender team for fundraising would be for an outstate/expensive travel trip
  - Each team is allowed one personal circle fundraiser per season. Any other fundraiser needs to be community driven.
  - District considering all teams season fundraising versus by team or paired teams
  - Volleyball Camp fundraiser approved.\*
  - Weible sent a football team email to reiterate any funds the boys raise is their funds to pay for their portion of upcoming football travel trip. It is not a booster fundraiser.\*
  
- **Concessions:**
  - Splits for concessions may need to be re-evaluated next year due to rising costs or increase prices.
  - Town and Country have offered boosters a flat rate of \$12 per pizza. This is the same price they offered to Little League.
  - Boosters to only purchase pepperoni pizza for future events. Cheese pizza did not sell.
  - Cheese machine in the stadium on its last legs. Cheese machine moved from gym for the time being. Discussed purchasing a new one. Karen to inquire about someone donating or giving it to us at cost.\*
  
- **Other**
  - NKAB will offer Kingston booster club the choice of concession space with a set deadline.
  - Any future middle school wrestling tournament we will work when JV is scheduled. A much bigger athlete turnout.
  - Boosters cannot give out donations to one specific athlete . Boosters exists to support teams not individual athletes.
  - Bylaw stating that 75% of paid coaches need to be present for team meals to be reimbursed needs to be changed to “ a minimum of 75% of paid coaches”
  - November, 2023 booster board to review if modified bylaws have been effective regarding team meal reimbursement by coaches.
  
- **Motion to adjourn:**
  - J. Pruden motioned to adjourn 8:32 pm. C. Gillespie seconded the motion.

\*Board approved via text board thread or board email thread.

