



# Eastlake Football Booster Club

## Meeting Minutes 7-18-18

1. **Call to Order:** Meeting was called to order by EFBC President Sarah Olivas at 6:35pm
2. **Minutes:**
  - a. Review of minutes from 7/16/18 meeting. Sarah Olivas announced the new implementation of the Eastlake Football Booster Club. Sarah Olivas moved to nominate LeeAnn Wells as Secretary. Neomi Vargas seconded the motion. LeeAnn Wells accepted the nomination. Flyers to announce of the EFBC were passed out by coaching staff. Scheduled to meet with Claudia Amaya on Wednesday 7-18-18 to discuss policies for applying for non-profit organization certificate by Sarah Olivas.
3. **Officers' Reports**
  - a. **President's Report:** Introduced an overview about Eastlake's Football Booster Club and introduced Claudia Amaya-Eastlake's Soccer Booster Club President. Sarah Olivas made changes to the executive board. Sarah Olivas appointed LeeAnn Wells as EFBC Treasurer and Neomi Vargas as Interim Secretary until position is filled. Neomi Vargas will then move to serve as Vice President of EFBC. LeeAnn Wells accepted nomination as appointed Treasurer and Neomi Vargas accepted nomination as appointed Interim Secretary.
  - b. **Vice President's Report:** There is no officer in place at this time.
  - c. **Treasurer's Report:** LeeAnn Wells reports that she will be applying for the required information needed to open up an account for Eastlake Football Booster Club as a (501c) such as a DVA and EIN by Friday 7/20/18. She will also inquire about opening up a bank account analyzing the fees and requirements for opening up the account. LeeAnn will apply for a Tax I.D. as soon as possible. Bank Account to possibly require 2 signatures. President and Treasure will arrange for a date.
4. **Committee Reports**
  - a. Claudia Amaya (ESBC) informed committee of organization that will assist with keeping track of IRS information under the 501c umbrella. Mrs. Amaya shared that the Eastlake Soccer Booster Club uses Parent Booster USA to help with financial records. However, there is a fee for such services. Members affirmed to use this umbrella option.
  - b. Contact Mrs. Tarango and Mr. Martinez for questions and approvals. By-laws must be approved and signed by Mrs. Tarango and Mr. Martinez
5. **Head Coach/Athletic Director Reports:** none at this time
6. **Unfinished (old) Business**

As discussed at meeting on 7.16.18

  - a. Sample bylaws offered by SISD were issued for review. Members agreed to this template. Eastlake Football Booster Club Bylaws were drafted using district, UIL and school policies and template.
  - b. Elective Officer Positions for the year shall be limited to President, One (1) Vice President, One (1) Secretary, and One (1) Treasurer.
  - c. Membership dues were discussed. Members affirmed to \$30/single membership and \$50/couple membership.
  - d. Corporate Membership Dues and Membership/Sponsor Packages have been decided
    - Bronze
    - Silver
    - Gold
    - PlatinumHowever, amounts and incentives have not been decided.
  - e. Blow Up Tunnel
    - Blow up tunnel is expected to cost between \$6000-\$12000.

- Half payment up front is required to begin work on the tunnel, with an 8-week minimum turn around.
  - The member determined two goal dates for the tunnel: 2<sup>nd</sup> game of the season or by District play.
  - No tunnel design was chosen was discussed.
- f. Fundraising
- Many ideas were discussed but not finalized.
- Golf Tournament: September/October (Possibly Assisted by Mr. Davis)
  - Schedule Posters
  - Football Calendar
  - Media Guides/Programs, to include Freshman and JV teams/rosters and sold at Freshman and JV games as well.
  - Game Day Flags
  - Purple Light Bulb Fundraiser
  - Raffle Baskets
  - Clothing, to include “Falcons Only” shirts as well as Football shirts to increase appeal to all students/athletes/parents/etc.
  - Tailgates
  - Online store available on Booster Club Webpage, to offer shirts, hoodies, caps, decals, etc.
  - Speak with Linda Miner from All American Fundraising about Flash Fundraising and other Fundraising options.
  - Corporate Sponsorships and Parent Donations, to include packages; possibly offer rejected helmets?
  - Concessions at SAC an Eastlake games.

## 7. New Business

- a. Executive Board three have been affirmed so far.
- b. Parent Liasons are needed positions have not been filled.
- c. Sponsorships: Topic was discussed and donation letter will be drafted out.
- Reach out to parents for possible major sponsorships through their employers.
  - Have football players conduct presentations in teams/groups.
  - Draft out a script for player presentations.
- d. Notification to Parents and Parent Recruitment:
- Have Coach Cal pull parents through possible mandatory meetings.
  - Robo-calls and text messages to parents
  - Social Media Connections such as FACEBOOK, TWITTER, INSTAGRAM, SNAPCHAT...
- e. Committees needed for Eastlake Football Booster Club were discussed in the following areas:
- Donations Committee
  - Tail Gate Committee
  - Falcon Spirit Webstore Committee
  - Fundraising Committee
  - Social Media/Historian Committee
  - Spirit Committee
  - Parent Liaisons (3) one per squad if possible.
- f. Fundraising: Possible ideas were added to our previous list that was discussed on 7.16.18
- Carwash
  - Valentine Dance
  - Auctions
  - Community Events such as Peter Piper, Burger King.
- g. Falcon Palooza: A date was set for 8.18.18 however, it has not been confirmed. The committee will contact food trucks.
- Booth fees will be a one- time fee of \$50.00 for vendors.

- Ticket booths were discussed such as selling tickets for game booths.
- Contact the band and school club coordinators/directors for palooza participation.

**8. Announcements: Eastlake Football Booster Club is planning a Falcon Palooza waiting on confirmation date. Will be asking parents and community members for donations for booths. Next meeting will take place on Friday 7.20.18 at 6:00pm at Eastlake High School (Gym Foyer)**

**9. Meeting Adjournment:** Sarah Olivas adjourned the meeting at 8:37PM.

Minutes accepted by:

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Sarah Olivas, Eastlake Booster Club President