

Ponte Vedra Sharks Booster Club
Meeting Minutes
August 9, 2021 – PVHS Media Center

Call to order by Molly James at 7:00

Roll call and introductions:

Molly James – President, General Boosters
Stephanie Cills – Secretary, General Boosters
Jeff Mabe – Treasurer, General Boosters & Girls Soccer
Mike Harrison – Athletic Director
Steve Price – Football Coach
Adreinne Siewert – Girls Golf Coach
Mike Resetar – Football
Karen Macko – Cheer
Tom DeStella – Boys Lacrosse
Julie Kelley – Tennis
Nicole Johnson – Boys Volleyball
Samantha Lowery – Boys Lacrosse
Amy Novak – Boys Soccer
Dawn Jacobs – Dance
Urvashi Patel – Dance/Weightlifting
Kathy Perry – Baseball
Gerry Perry – Baseball
Gwen Richards – Girls Basketball
Paige Price – Tennis
Aisling Toby – Tennis
Betsy Miller – Girls Golf
Gill Cox – Girls Golf/Swim & Dive

Officer Reports:

PRESIDENT – Molly thanked all of the liaisons for being a part of Boosters.

Molly gave an overview of Boosters and explained how Boosters is structured. She encouraged all liaisons to join Boosters and asked that they all encourage the parents on their teams to join Boosters as well. Molly reported on some of the big ticket items that Boosters purchased last year – mower, baseball & softball scoreboards and tables for the trainer.

Molly described the new Booster membership program on GoFan. She asked for patience as the program and structure is a new format and she is still working through some issues.

Molly reported that the Booster liaisons will be in charge of coordinating and/or finding a parent on their team to coordinate senior fin painting. Molly also reported that Cady studios

will not be printing senior banners this year and mentioned that they will take the photograph and the banners can be printed elsewhere or Old City Artisans is an option as they photographed and printed the senior banners for football. Football was very happy with the job they did. The information for Old City Artisans will be on the PVSBC website.

TREASURER –

Financial Report Summary

- General Boosters Balance as of August 9, 2021 - \$104389.12
- General Boosters Profit / Loss - July 1, 2021 – August 9, 2021 – (\$3049.32).
- Financial Reports are available upon request

Other Key Activities since last meeting

- Completed / Filed 2020 Taxes
 - RW Wealth Advisors - \$750.00
- Renewed 501C3 Status – FL Dept of Ag – \$300
- Verified that Square works and can be used for payment
 - Need to discuss the fee and if general booster will pay the fee in the future or if the fee needs to be added to the charge to be Net Neutral to the organization.
 - Used successfully by Dance
- Verified the school information for the 4 Athletic Scholarship award winners.
 - 2 – Baker Sports Scholarship Winners @ \$2500 each = \$5,000 (fully funded)
 - 2 – PVHS/Xander Laurin Scholarship Winners @ \$2500 each = \$5,000 (\$2,500 from Laurin Family and \$2500 from General Booster)
 - August 2, 2021 - Checks and letters have been sent to their respective schools.
 - A copy of the check will be sent to the Student, AD, Booster club President and AD Secretary should any student have any questions.

Upcoming Action Items

Recommend purchasing a wireless device w/data capabilities for accepting credit / debit cards at concession stands. This will be available for ANY team to use.

- Stadium
- Gym
- Baseball / Softball Fields

Different methods of payment that could be accepted:

1. Cash
2. Credit /Debit via Square
3. Venmo (QR Code)

4. PayPal (QR code)

General Booster Treasurer – Jeff Mabe

- jnmabe@gmail.com
- 770-843-0903

Girls Teams Treasurer – Colleen Wise

- Colleen.wise@gmail.com

Boys Team Treasurer – Richard “Rick” Parrish

- pvhsboystreasurer@gmail.com

Bookkeeper – Kristi Koerner

- K2 Business Management, Inc
- pvbscbbookkeeper@gmail.com

PVHS General Booster has the following bank accounts:

1. General Booster Account (this account is a combo of General Booster and Football.
2. Boys Sports Account
3. Girls Sports Account
4. Special Events
5. Stock Account

All funds collected through Paypal/Square/Venmo are deposited into the Special Events account and then at the end of the campaign the money is dispersed to the appropriate sports account.

Process

Each team has a Team Manager / Liaison and they work with the coach to determine the budget for the upcoming year.

Budget should include:

- Team Fees
- Uniform Fees (Warm ups etc)
- Equipment Needs
- Team Meals
- Etc.....

Budgets should be presented and approved by the AD.

Once the team has determined their needs they will work with General Booster to set up a PayPal Link to collect team fees. The team fees will be the team fee PLUS 3% which is the PayPal fee for using Credit Cards.

Once the team fees are collected, a report is generated and sent to the team liaison and then the funds are transferred to the respective Boys/Girls account to be properly credited to the team account.

If a team needs funds or a check then they must submit a Check Request Form and submit it to the appropriate Sports Treasurer. The check can either be mailed/delivered to the school or picked up at the treasurers home depending on the urgency of the request. The Check Request Form must be filled out completely including expense code and receipt in order for it to be processed.

If a team is traveling the General Booster / AD may approve a cash advance to the Team Coach for anticipated expenses and then after the event.....receipts and any change or remaining cash should be returned and deposited into the team account.

Director Reports:

ATHLETIC DIRECTOR – Mike Harrison introduced himself and shared his background with the group. Mike reported on some of St. Johns County's guidelines for athletics – attendance capacity is set at 75%, travel out of state is currently prohibited for school teams, and masks are optional.

Mike reported that PVHS won the Sunshine Cup for 6A sports.

Liaisons for the fall sports updated the group on their team's activities.

The next General Booster Meeting will be held on September 13, 2021

Meeting was adjourned at 8:17.