

MEETING AGENDA & MINUTES

APRIL AGENDA & MINUTES

Date:

April 3, 2025 at 5:30pm

Attendees:

Booster Business:

- Budget Update - Jeremy Kiner
- Board Position Updates - Gabby Krauss

Update from Coach Kiner:

- Worlds Requests
- Spending from last meeting to now

Old Business:

- Pay to Play Fees
 - Structure of Team/Season
- Clarification of Teams budgets and dollars remaining for this FY as well as funds for next FY

New Business:

- Booster Position descriptions and Bylaws
- End of Year Picnic
- Fundraising Opportunities

Next Meeting:

MEETING AGENDA & MINUTES

Meeting Minutes

4/3/2025

Meeting started at 5:45pm

Present: Gabrielle, Krista, Jeremy, and Dona (Ben Goates came at 6:45pm)

Topics of discussion:

- Booster Membership -
 - Open to all parents & guardians
 - Must sign up to gain membership and voting rights
 - \$10 per family
 - Jeremy to create web signup and payment form
- Boosters web page
 - www.picktigers.com/boosters
 - Provide public access to
 - Meeting minutes
 - Bylaws
- Booster Meetings
 - Schedule (Tentative)
 - May 1, 2025 Thursday 7pm
 - August 7, 2025 Thursday 7pm
 - November 6, 2025 Thursday 7pm
 - February 5, 2026 Thursday 7pm
 - Communicate schedule to parents via Band and post on website
- Executive Meeting Schedule
 - Monthly - dates to be determined
- Financials Policies
 - Fiscal year end June 30th, start July 1, 2025
 - Jeremy to handle:
 - Annual Attorney General reporting
 - 990 reporting
 - Gabrielle to deposit petty cash into checking account
 - Petty cash to be \$200 held by Gabby
 - Jeremy to provide Quarterly & Yearly Financial Summaries
 - Krista to explore who can do annual Financial Audits

MEETING AGENDA & MINUTES

- Deposits need to be done within 2 business days
- Reimbursement process
 - Photo of receipts emailed to boosters@picktigers.com
 - Reimbursements processed via Venmo
 - Done within 5 business days
 - Reimbursable expenses need pre-authorization
- Donation process
 - Provide receipt to donor
 - Donor protocol
 - Donations over \$600, we will provide a W9
 - Expense protocol
 - Dona permitted to spend \$100/transaction or \$250/month total without need for authorization
 - Board members can authorize within same limits but must communicate with at least one other board member
- Financial Report
 - Boosters - \$3,981.36
 - 200 account - \$13,158.41
 - 2025-26 Budget Projection
 - \$2000/student
- Club Fee
 - Group agreed that a club fee should be implemented and administered by the Boosters
 - Fee will be \$75/student
 - We discussed the possibility of offering scholarships to families who may not be able to afford fee
- Roles
 - Board members will review Casey's document and provide feedback
- PCSD SOP
 - Krista provided copy of school's SOP and we reviewed as a group

6:45PM - Ben Goates, Fundraising Chair/PR

Ben shared his vision for fundraising and raising awareness of 6741 in the community.

- Ben is working on writing out the "Story" (Prospectus of the Program)

MEETING AGENDA & MINUTES

- Make the pitch about investing into the lives of students vs simply asking for donations for a club.
- Ben to check into honoring Team R at Pickerington City Council meeting
- Alumni giveback - provide opportunities and avenues for alumni to give back/mentor next gen robotics students
- Power of building the 6741 brand through merch and events and how it can help elevate the program and inspire more parent involvement
- Senior scholarships - Possibility of Boosters giving seniors \$1,000 scholarships for college

Thursday, April 10, 2025

Meeting started at 5:45pm

Present: Gabrielle, Krista, Jeremy, Casey and Dona

Topics of discussion:

Treasurer Report: Jeremy -

- Moving forward all minutes and other booster related docs will be uploaded to the Robotics website by Jeremy for Public Access.
- Quarterly Financials Reports will be available to all Booster officers in the shared google drive and can be made available for public access by request.
- Current Balance \$4,181.36

Edit to Bylaws

- Adjustments to the following articles
 - 3 - Eligibility and Voting Rights
 - 4 - Executive Board, Elections, Term Limits, Vacancies
 - 5 - Quorum
 - 6 - Budget
 - 8 - Conflicts of interest policy, Parliamentary Authority
 - 9 - Approval

After an edit of the bylaws, GK motioned to approve, JK seconds and all executive board members voted yes to approve and sign the bylaws into execution.

Old Business:

- Club Fee of \$75/student is due August 1 by any students active through the summer. Any new students who join after August 1 will pay fees as soon as possible within the first 30 days.
 - Ability for payment plans/scholarships based on family needs

MEETING AGENDA & MINUTES

Coach Update from Donna -

- Team Handouts for worlds will cost around \$100. If the 200 account will not pay for the cost, Boosters will pay for this item.
- May 15 - End of Season Picnic - Boosters will pay for the shelter, and cutlery and table setting
 - Families will be asked to bring a dish to share

Next meeting is May 1, 2025 at 7pm - this will serve as both our Monthly Executive Meeting and Quarterly Meeting.