

Booster Meeting Minutes

Standard Meeting Minutes for Booster Club Meetings

Meeting Date

MM DD YYYY

05 / 02 / 2024

Officers In Attendance

Eurie Hardage - President

Kelly Jenkins - Vice President

Mandi Andrews - Treasurer

Jen Hunter - Secretary

Other: Stephanie Edge, Jodi McQueary

Meeting Called to Order by/Presided Over By

Eurie Hardage

Kelly Jenkins

Mandi Andrews

Jen Hunter

Mr & Mrs. Dickson

Action Items

Officer Elections

Hamilton Planning

Fundraiser Updates

Votes Taken

- Vote for President – Eurie Hardage nominated – Passed unanimously.
- Vote to Vice President – Jodi McQueary nominated – Passed unanimously.
- Vote for Secretary – Jennifer Hunter nominated – Passed unanimously.
- Vote for Treasurer – Stephanie Edge nominated - Passed unanimously.
- Vote to transfer \$1250.00 from General Account to Scholarship account – Passed unanimously.
- Vote to update our Pine Tree High School Theatre Booster Club/Regular Acct & Scholarship Acct to remove the following: Mandi Andrews from the account, and to add Stephanie Edge to the account as signer, Jennifer Hunter will be left as signor on both accounts. - Passed unanimously.

General Summary

We finally have access set up for the ParentBoosterUSA account to file our taxes. Once the financial information is gathered we will need to file with their portal. Access is written on the printout Jen brought but is tied to the Booster Gmail account.

Fundraiser Activity Updates: \$100 left in Venmo above our weekly transfer amount to be transferred next week. \$258.48 in Paypal to be transferred on May 15th.

Still need to work on submitting our tax exemption.

Need to confirm with Doug if we can secure a spot with Carmela's for next year.

Gave the Dicksons the Hamilton attendee list.

Need to get the 8x10 prints for OAP Cast and Crew for the Sponsors to have the officers deliver those.

For August, need to prepare an Annual Financial Review.

Need to vote for new officers and vote to remove prior officers from banking.

There is still a check outstanding for Hallsville for the Concessions for \$612.00. Beginning balance \$22940.34. Checks outstanding 1671 \$18.35 and 1674 \$182.00. Check issued for \$1947.72 for the total amount for the Fundraiser to the school. Check 1676 \$81.82 to Mandi for reimbursement. Approved a Transfer of the remaining \$1250.00 from general account to Scholarship accounts for the balance needed for scholarships. Ending Balance \$20430.93.

Next Meeting Date

MM DD YYYY

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