

**NEWPORT HARBOR FOOTBALL BOOSTERS
MEETING MINUTES
OF WEDNESDAY, APRIL 16, 2014**

Date of Meeting: Wednesday, April 16, 2014

Location of Meeting: Newport Harbor High School, Social Hall, Newport Beach, CA

Minutes Prepared by: Julie Thornton-Adams

Type of Meeting: Monthly Booster Meeting

Notice given: E-mail to NHHS Football Families and Members & Website Posting

Call to Order: 7:05 p.m.

In attendance: Robert Shaw, Clarke Smith, Julie Thornton-Adams, David Schultz, Jon Elliott, Alan Gaddis, Tom Knipp, Anthony Vasi, Julie Bonds.

Board of Director's Meeting Agenda: Call to Order; Approve March 2014 Minutes; President Update; 2014-15 Operating Budget Approval; Treasurer's Report; Other Business: Alumni Golf Event, Lift-a-Thon, Summer Camp, Event Volunteer Roster, August Fund Raising Campaign; Adjournment.

President's Update: March 2014 meeting minutes will be reviewed at next meeting. Reached out to the Field Sports and sending letter to District demanding grass be replaced. Field unsafe. District expects 60 days down, then seed. No new stadium update. Last communication was they were starting EIR study and may already have architect. Mike Sciacca wants to meet with them to let them know our (end user) needs. We do not have a sponsor for the Battle of the Bay. Would like at \$10-15K sponsor. Provide Program Cover, signage and more. An apparel company would be good.

Treasurer's Report: Robert Shaw reports on review of last year's budget to current budget. We expect Summer Camp revenue to be very limited compared to last year. Budget will change depending on the timing of payments. Mid-season expect to be tight on funds due to equipment invoices. We will need \$10K to cover. Last year we lost money going to the CIF Finals and didn't factor in additional busing costs. We have summer camp concerns. We may do a car wash. Julie Kinder has experience with car wash fundraisers. St. Andrews is a perfect location. Plan to sell car wash tickets at High Times, Vons, and Pavilions. Coach Brinkley is on board. Summer Camp will be \$600 per player. Actual cost is at least \$1300 per kid to play football. Leinart is talking about doing a camp. JE doing one at Sage with Leinart co-sponsoring. Part of the problem of doing camp at NHHS is that Davidson will be shut-down for grass/seeding.

We have a Facebook following – link to web. Twitter: @sailorgridiron

We expect some grants to come in. Expect conservatively better results with Lift-a-thon.

Year End Planning:

Game Program: Will use the same approach as last year and may be able to do better this year. Discussion on new ways to get Ads.

Merchandise Sales: C. Smith reports it's a break-even endeavor. We don't make any money off the merchandise sales.

Food Sales: R. Shaw reports that these should increase 10 to 15 % this year due to the Battle of the Bay game being held at NHHS. C. Smith will be meeting with ASB to find out our rights to put food vendors on both sides of the stadium. TK Burgers has been particularly generous to Newport Harbor Football and want to keep them onboard.

Gridiron Memberships: May make same amount as last year.

Alumni Events: Potential event later this year. Fundraiser with band, appetizers/food: Julie and Nanci Terry to discuss. Blue's Band will play for us. Event is end of August or a Saturday. Location nearby Placentia & 18th at exotic car dealership.

Corporate Donors: Battle of the Bay Sponsorship is critical to the numbers/budget. Need to find someone. Put out your feelers into community. We will work with them!

Expenses: R. Shaw discusses expenses and budget. These are real numbers. Plan to add a JV Banquet this year. Outback \$10 per meal, parents to reimburse boosters. Basically 2/3 (70%) reimburse. Game, fields, etc., new jerseys, improvements to locker/weight room has been deferred, maintenance – any extra cash we will use for the improvements. Insurance \$1M per occurrence to \$2M – policy rolls in June; Professional Services Fees – outsource tax returns to professional; Web/Tech experience. *Motion made to approve proposed Budget. Budget approved.*

R. Shaw reviews: Finances current as of today. Have until June 30 to pay for buses from last season but will make current now. R. Shaw contacted Robert Campbell CPA to prepare taxes, fees \$375 to \$500 – keep filings current. *Motion made to hire Robert Campbell for tax purposes. Motion approved.*

Discussion on ASB bucket of funds being distributed to different sports. Coach to identify needs. Clarke will talk with Coach to have clear ledger and how to allocate funds by June 30th refuel.

Other Business:

1st Annual Newport Harbor Football Golf Classic: Al Gaddis discusses June 6, 2014 Golf tournament for Alumni, Boosters, Coaches. Course on Irvine Avenue. 5 pm tee to 9 pm, shotgun starts, 9 holes, 4 man scramble, best ball. Need 40-50 alumni, plus 20 others. \$1700 costs. Tents, beer service? Would get a piece of all or can buy and sale our own drinks. Live music. \$20 fee to get into after party. \$100 per person to golf. Coaches may guest bartend. Bring wife or friends. Charge young alumni \$50. 4 to 5 good auction items. One item may be sideline passes to Battle of the Bay. Nanci Terry could be of help with auction. Would like Long Grey Line T-shirts or hats. Need Daily Pilot to cover the Golf Tournament. Al will email Daily Pilot a packaging flyer. Coach Brinkley will play during the game and we will auction off that foursome.

1st Component of Fundraising: C. Smith reports that the Lift-a-thon will be held on June 12. Players will be provided with a package to take home and get sign-up sponsors. Donations will come from parents, neighbors, etc. Invite Alumni to Lift-a-thon. Invite Daily Pilot to cover event.

2nd Component of Fundraising: Out of Town Letter Campaign on May 7: Letters to out-of-town relatives & friends and will need 5 addresses from each player. Will need players to return filled out asap and return to Boosters. We will track who they came from so players can write thank you notes. Maybe do a prize for the solicitation letter campaign. Place information on webpage. Players will be notified of who donated. Suggested to add in a player photo and include it with the letter.

3rd component of fundraising is the Neighborhood Canvas – seeking door to door donations. Will be on Saturday, June 7.

Discussion to consider having the Daily Pilot do an article on the economics of football at Newport Harbor. Assumption is Newport Beach can afford but reality is 40% not NB.

Summer Camp: Mark Adams prepared a waiver & release for Summer Camp. Will need signed and returned with payment.

Freshman or JV Coach: At this time do not have current status.

Fireworks Booth: Will not have script because too hard to track. This year should be better sales due to a much better location. Phantom higher percentage rate this year. Will have payment software in place.

Meeting Adjourned at 8:38 pm.

Next Meeting May 13, 2014.