

**PAC Executive Board Meeting Minutes**  
Wednesday, October 9<sup>th</sup>, 2019 @ 6:00 PM  
Room 2201

- N/A – no exec meeting held

**PAC Meeting Minutes**  
Wednesday, October, 9<sup>th</sup> 2019 @ 6:30 PM  
Room 2201

**Attendees:** Jeanne Mader, Tim Zachow, Lisa Lamers, Julie Gilkay, Jessica Lee, Samantha Metiller, Michelle Anderson, Sarah Neubauer, Amy Weyenberg, Kip Golden

**Call to Order** meeting called to order at 6:30 by Kip Golden

**Minutes of September 2019 Meeting**

- Motion to approve by Lisa Lamers, 2<sup>nd</sup> by Amy Weyenberg, motion approved

**Treasurer's Report** (Ginger Schaden)

- Billie Jo Higgins, an AE parent is performing a voluntary audit of the PAC financials. Billie Jo will be doing an audit as well as helping to create the process for future voluntary audits. The audit was requested by Ginger in order to have a best practice in place.

**Vice-President's Report** (Amy Weyenberg)

- Amy to follow up with facilities regarding the status of concession work order. No other updates

**Activities Director Report** (Tim Zachow)

- Hired head wrestling coach
- Anyone that is interested there will be a presentation at Appleton West HS on 11/4 regarding recruiting for college sports.

**Membership Report** (Jessica Lee)

- Updated member list being provided to Kip for sports booklet.

**Buyer Report** (Jessica Lee, Samantha Mettillie)

- Samantha and Jessica were given a key fob so that they can have access to the building on the weekends. Samantha will reach out to AASD to see if she can also get her current fab to the building updated so that they both have entry on the weekend.

## **Discussions**

*Concession Leads*

- **Fall – Inside:**
  - Boys Volleyball: Sarah Neubauer
  - Girls Volleyball: Jason and Kari Neubauer
- **Fall – Outside:**
  - Freshman Football: Renee Kozlowicz

- JV Football: Tami Webb
- Varsity Football: Allison Golden
- Boys Varsity Soccer: Julie Gilkay
- Griller(s): Bryan Jones (F), Jeff Anderson (JV), Rick Pyle (V)
- **Winter:**
  - Boys and Girls basketball: Jeanne Mader
    - Co-lead/backup is Cori Arizola
  - Wrestling: **NEED SOMEONE**
- **Spring Outside:** need to confirm these
  - Baseball: V – Lisa Derfus; F/JV – open
  - Softball: Sarah Neubauer
  - Varsity Girls Soccer: open (possibly Sherry/Amy)
  - JV Girls Soccer: open
  - Varsity/JV Track: Cori Arizola

***Sports Booklet (Kip Golden)***

- Kip is going to put something on FB regarding PAC meetings and reminder that everyone is welcome in order to encourage attendance at our meetings. He will also put something on FB regarding the PAC needing someone to head up the sports booklet and the raffle committee.

***Patriot Scramble (Corey Feller)***

- Golfing was cancelled due to weather. Profited about \$1500 rather than last year's \$5000. Kip is going to try and get some Packer tickets that we can raffle off (with our new license) to hopefully recover some of the lost fundraising dollars due to weather.

***Liaisons (Sarah Neubauer)***

***Volunteer Coordinator (Julie Gilkay)***

- Julie provided an update to a volunteer situation that occurred during the East vs Kimberly football game. Volunteers signed in and then left. Kip will communicate with the specific volunteers and Julie will communicate an apology email to the volunteers who were left short handed.

***Athletic Banquets (Michelle Anderson, Jennifer Hintz, Sherry Boreson, Deb Stewart)***

- Sports Banquets: 10/28 (cross country, tennis and girls golf; 11/4 (Girls/Boys Volley Ball, Swimming, Boys Soccer; 11/5 (football, cheerleading, dance)
  - \*\*Both Michelle Anderson and Jennifer Hintz are unavailable to clean up after the 10/28 sports banquet. Michelle to send out an email to PAC group to see if anyone can help out. IVY: Can you please follow up with Michelle to see if anyone responded to her email? Sherry Boreson was able to help out

***Scholarship Committee (Laurie Burns, Sarah Curran)***

## Other Agenda Items

- NEW ITEM: discuss and decide on need for a committee/chairperson for how to handle raffles going forward
- NEW ITEM: staffing Packer game concessions (Jessica Lee)
- NEW ITEM: revisit ATM idea (Jessica Lee)
  
- Ensure the PAC meeting minutes from the previous month (after approved) are downloaded to the website (Secretary)
- Accept nominations for Red Smith Award at PAC Meeting (PAC members)
  - Amy Weyenberg nominated Julie Gilkay
  - Additional nominations can be submitted via email to Ivy prior to next meeting or brought to the next meeting
  - Final vote will be held at Nov meeting
- Send a list of the current advertisers to the Activities Director before the first home basketball game (Sports Booklet Coordinator)
- Compile a list of fall athletes and which parents are PAC members for the fall sports banquet program (Athletic Banquet Coordinator, Membership Coordinator & Activities Director's Office)
- Coordinate and plan the fall athletic banquet (Athletic Banquet Coordinator & Activities Director's Office)
- Order appropriate awards for the fall athletic banquet (Athletic Banquet Coordinator & Activities Director's Office)

Motion to adjourn made by Jeanne Mader, 2<sup>nd</sup> by Jessica Lee, meeting adjourned 7:40pm