

PAC Meeting Minutes

Wednesday, Feb 9th @ 6:30 PM

AEHS Room 2201

Attendees: Amy Weyenberg, Julie Gilkey, Jaime Reichelt, Jenny Hintz, Michelle Anderson, Samantha Mettillie, Sarah Neubauer, Ginger Schaden, Tim Zachow, Corey Feller, Jeanne Mader, Lisa Lamers, Ivy Wendland

Call to Order meeting called to order by Amy Weyenberg at 6:31pm

Minutes of January 2022 Meeting motion to approve the minutes by Jenny Hintz, 2nd by Michelle Anderson, minutes approved

Special Topic: Facilitated Session on PAC Roles/Responsibilities (led by Amy)
See notes below

For the following items, general updates were sent ahead of time and topics that need input or decisions are highlighted in yellow

President's Report (Amy Weyenberg)

- Coordinated AE Dance Team's Dinner for bus ride to La Crosse for State Competition
- Provided Meghann Weisbach, State Dance Solo with card and \$20 cash
- Delegated all PAC Facebook page updates to Julie Gilkey
- Currently recruiting new future PAC members including a potential candidate for Treasurer position
- Help identify potential sponsors for PAC golf outing.
- Continue to Lead Basketball concession stands.
- Prep and conduct PAC roles facilitated session – February meeting
- Prep for future PAC Volunteer facilitated session – March meeting

Treasurer's Report (Ginger Schaden)

- See attached Financial report

Vice-President's Report (Julie Gilkey)

- No report

Activities Director Report (Tim Zachow)

- No report

Membership Report (Jessica Lee)

- No report

Buyer Report (Jessica Lee, Samantha Mettillie)

- Looking for new sponsor(s) for water as Midwest Restoration is no longer sponsoring
- Talking with Engage Orthodontics, need ideas other than personalized water bottles to promote our sponsorships

Concession Lead(s) **NEED TO CONFIRM/RECRUIT**

- Adding Griller Position as a separate spot for concession volunteer sign up
- **Fall – Inside:**
 - Boys Volleyball: Sarah Neubauer
 - Girls Volleyball: Jason and Kari Neubauer
- **Fall – Outside:**
 - Freshman Football: Kelly Snyder?
 - JV Football: Dorine Streim
 - Varsity Football: Allison Golden
 - Boys Varsity Soccer: Julie Gilkay
 - Griller(s): OPEN (F), Jeff Anderson/Mike Hintz (JV), Rick Pyle (V)
- **Winter:**
 - Boys and Girls basketball: Amy Weyenberg and Megan Bertrand
 - **Wrestling:**
- **Spring Outside:**
 - **Baseball:** V – Sarah Neubauer; JV – ; F–
 - **Softball:** V – ; JV –
 - **Varsity Girls Soccer:**
 - **JV Girls Soccer:**
 - Varsity Track: Girls – Julie Gilkay; Boys – Julie Gilkay
 - JV Track:

Live Streaming (OPEN)

- No report

Patriot Scramble (Corey Feller)

- No report

Liaisons (Sarah Neubauer)

- No report

Volunteer Coordinator (Julie Gilkay)

- All of the spring sports volunteer spots are ready to go on Signup. I will make them live after we confirm we have a girls' soccer concession lead and basketball wraps up.

Athletic Banquets (Michelle Anderson, Jenny Hintz)

- No report

Scholarship Committee (Sherry Boreson, Lisa Lamers Jeanne Mader)

- No report

Other Agenda Items

- Accept any additional nominations for Red Smith Award and vote for a winner (PAC members)
 - Steve Bauer was nominated at the October meeting
 - Steve is our winner
- Deliver the Red Smith tickets to the award recipient (President)
- Confirm who is getting any extra Red Smith Banquet tickets
- Vote to transfer \$4,000 to the AEF fund for our Scholarships at the February PAC meeting (PAC members) – no longer need to vote as this is being managed by AEHS guidance (no longer going through AEF) and we are paying this directly out of PAC budget
- PAC Scholarship applications are due mid March (Scholarship Committee)
- Remind PAC members to start thinking about nominations for the PAC Volunteer of the Year award; we accept nominations at the March PAC Meeting (President)
- Order appropriate awards for the winter athletic banquet (Athletic Banquet Coordinator & Activities Director's Office)

Motion to adjourn by Samantha Mettillie, 2nd by Jenny Hintz, meeting adjourned at 7:50pm

Why does PAC exist? Our top two:

AE Community (coaches, athletes, others)

- Freshmen tailgate
- Code of conduct
- Golf outing
- Team disbursements
- Team grants (coaches requests)
- Water to officials
- Sponsor coaches events
- HOCO float
- MORE community involvement, sponsorship recognition, social gatherings for PAC members, athletes, & coaches

Recognition

- Money and card to state qualifiers
- PAC volunteer of the year
- Red Smith award
- Athlete Scholarship
- PAC Athlete Awards
- Banquets

- MORE individual/team recognition (not just state qualifiers), sponsor recognition, PAC member t-shirt

In order to do this, these are our top 3 critical areas of focus:

1.Concession – Selling

- Tracking volunteers
- Recruiting volunteers
- Attend team meetings
- Recruit team liasions
- Recruit concession leads
- LESS begging for volunteers

1.Membership – Recruitment

- Tracking memberships
- Open house table
- Table at Freshmen scheduling night
- Attend team meetings
- Team liasions/leads
- Tracking volunteer hours and what sport to allocate to
- MORE active memberships, sponsorship recognition

1.Marketing/Communication

- State qualifier announcements
- Facebook updates
- Quarterly newsletter updates
- Website oversight and updates
- PAC/Team emails
- LESS too much work getting parent contact information
- MORE brand awareness, PAC member t-shirts

Other Important Functions:

Concession – Buying

- All buying of food/drink/supplies
- Maintain/replace equipment
- Stocking the concession stands

Fundraising

- Live stream
- Golf outing

- 50/50 raffle
- Packer ticket raffle
- Game give aways
- LESS fundraising
- MORE sponsorship recognition, new members

Executive and AD

- President, Vice President, Treasurer, Secretary
- Livestream budget
- Huddle cost
- Review bylaws
- Attend PAC meetings