

### **PAC Executive Board Meeting Agenda**

Wednesday, August 10th, 2022 @ 6:00 PM

AEHS Room 2201

Attendees: Amy Weyenberg, Ginger Schaden, Ivy Wendland, Julie Gilkay

#### **Agenda Items:**

- Annual budget review
  - Consolidating several line items into the new Committee line items
  - Proposed budget approved with these changes:
    - Reduce AE Community Committee by \$4500 and add back separate budget line item for this amount for scholarships
    - Reduce AE Community Committee by \$600 and add to the Marketing & Communication Committee for Donations/Sponsorships
- Update on scholarship
  - Ginger revisited with Julie at AEF
  - Agreed to \$10K in 2022-23, \$5K in 2023-24, \$5K in 2024-25 for the endowment plus annual fee of \$500
  - Will bring this to general meeting to vote on a 3 year commitment and use money from our large project fund
  - AEF drafting a contract
- Topic for general meeting: seeking replacement Board members for all roles for further discussion Dec/Jan

### **PAC Meeting Minutes**

Wednesday, August 10th, 2022 @ 6:30 PM

AEHS Room 2201

Attendees: Amy Weyenberg, Ginger Schaden, Ivy Wendland, Julie Gilkay, Tim Zachow, Jessica Lee, Jaime Reichelt, Megan Bertrand, Jenny Hintz, Jess Montmarquette, Deanna Kubiak, Jessica Heinz, Josh Kalkofen, Michelle Anderson, Jeanne Mader

#### **Agenda Items:**

- Meeting Called to Order by Amy Weyenberg at 6:32
- Minutes of July 2022 Meeting (Ivy Wendland)
  - Motion to approve the minutes by Jessica Lee, 2<sup>nd</sup> by Megan Bertrand, minutes approved
  - Review of annual athletic participation payout, total of \$9,900; this is a budgeted item
    - Ivy email the amounts by team to Ginger and Linda
- Scholarship Update (Ginger Schaden)
  - Ginger revisited with Julie at AEF and they have agreed to spread the endowment over three years (\$10K in 2022-23, \$5K in 2023-24, \$5K in 2024-25) plus annual fee of \$500
  - Motion to approve signing a three year agreement with AEF for them to manage our scholarship using the large project fund (following schedule above) for endowment fee, by Jeanne Mader, 2<sup>nd</sup> by Megan Bertran, motion carries

- Treasurer's Report (Ginger Schaden)
  - Annual budget review and vote
    - Motion to approve the budget with the changes recommended under Executive Board meeting minutes above by Michelle Anderson, 2<sup>nd</sup> by Jenny Hintz, budget approved
  - Total raised from golf outing? (question from Corey F)
    - \$7,350 exceeding past years; looking for AE Community Committee to help even more with this next year – bigger and better!
- Activities Director's Report (Tim Zachow)
  - Coaches: new Girls BB – Darren Fitzer, new Boys BB – Turner Botz, Girls Track – Tom Hermann resigned, Girls Swim Asst Coach needed
  - Desperately in need of someone to run scoreboard/announce for Soccer – Julie posting on Facebook
  - Coaches' meeting Aug 17<sup>th</sup> – Amy attending on behalf of PAC
  - Outdoor women's bathroom updates have been completed!!!!
- Membership/Concessions Committee Update (Amy/Jenny Hintz)
  - AEHS Open House Aug 30<sup>th</sup> – PAC Concessions
    - Food trucks and various activities; PAC asked to offer hamburgers/brats/etc in outdoor concession stand – looking for volunteers
  - Attended FB parent meeting last week to share info on PAC, volunteer reqs, got V and F leads and grillers for all levels
  - We have Girls golf, Dance, Girls and Boys VB leads; emails sent to other Fall sports
  - PAC T-shirt design ready for printing soon
  - Request to AE admin to borrow or purchase chromebooks for digital sign in at concession stands
  - Keep or sell/return the helium tank (currently stored in outdoor concessions)? Approval to sell/return/dispose of it
  - Discuss credit card reader for concessions (Jess)
    - DECA store started using one and sales doubled
    - Agree we should be moving this direction (majority of people carry card, fewer people have cash); Jess will look into startup costs and next steps
  - Stand alone buffet table – holds three trays (for three meats) – to replace current Nescos; can be moved to indoor stand for BB tournaments, etc.; Jess get price to Amy
  - New buyer recruitment underway – let Jess know if you're interested
- Marketing & Communications Committee Update (Julie Gilkay)
  - Mile of Music volunteer event was very successful, donation amount coming
  - PAC business cards printed with QR codes that take you directly to volunteer signup
  - Ordered vinyl banner to be used for several marketing opportunities
  - VB Coach asked if they could use PAC grill, they would need to purchase propane
  - PAC Board at first Freshmen football game – Sept 8<sup>th</sup> at 4:00
- AE Community Committee Update (Jaime Reichelt)

- Amy will be onboarding Jaime
- Review upcoming events on calendars
- Seeking replacement Board members for all roles starting next academic year
  - Amanda Feller has agreed to join the Board as Treasurer
- Motion to adjourn by Jenny Hintz, 2<sup>nd</sup> by Michelle Anderson, meeting adjourned at 7:37pm

**Concessions Leads** – Will reinsert this section once leads are identified