

PAC Executive Board Meeting Minutes
Wednesday, June 13th, 2018 @ 6:00 PM
AEHS LMC

- No topics

PAC Meeting Minutes
Wednesday, June 13th, 2018 @ 6:30 PM
AEHS LMC

Attendees: Lisa Lamers, Julie Gilkay, Ivy Wendland, Amy Weyenberg, Ginger Schaden, Deb Stewart, Sarah Neubauer, Jeanne Mader

Call to Order meeting called to order by Amy Weyenberg at 6:30

Minutes of May 2018 Meeting (Ivy Wendland)

- Motion to approve by Ginger Schaden, 2nd by Lisa Lamers, minutes approved

Treasurer's Report (Ginger Schaden)

- Checking account balance \$41,400
- Savings account balance \$41,200
- Not always clear what deposits are for (apparel, concessions, etc.); request for all concession leads to email Ginger Schaden with amount deposited and for what

Vice-President's Report (Amy Weyenberg)

- Recruited a Membership Lead – Jessica Lee – Amy will onboard/connect her to Dan Scharenbrock
- Present recommended team disbursements on behalf of the Executive Board
 - Potential for additional up to \$3,000 for Tennis as original request (shed) was declined due to facilities/space limitation
 - Motion to approve recommended team disbursements (attached) with potential additional up to \$3,000 for Tennis made by Jeanne Mader, 2nd by Sarah Neubauer, motion carried

Activities Director Report (Tim Zachow)

- Not Present
- PAC Fest Discussion – July 17th? Conflict with VB and BB leagues?
 - Amy will talk to Kip/Tim to confirm date/time and what's needed from PAC
 - What preparation needed by PAC board/others?
 - Food – hot dog/chips/cookie/drink
 - Communication – Facebook, robo call
 - Volunteers – serve food, greet, answer questions, etc.

Membership Report (Jessica Lee)

Buyer Report (Deb Stewart, Lisa Hansen, Sherry Boreson)

- Need to know date and food requested for PAC fest

Discussions

Concession Leads

- **Fall – Inside:**
 - Boys Volleyball: OPEN
 - Girls Volleyball: Sarah Neubauer
- **Fall – Outside:**
 - Freshman/JV: Jesse Parker?
 - Varsity Football: Jesse Parker?; Rick Pyle (grill); Jay Ourada back up griller as needed
 - Boys Varsity Soccer: Julie Gilkay
- **Winter:**
 - Boys and Girls basketball: Jeanne Mader
 - Wrestling: Julie and other wrestling parents
- **Spring – Outside:**
 - Baseball: still needed (both V and JV)
 - Softball: Sarah N, other parents will cover
 - Varsity Girls Soccer: Sherry Boreson
 - JV Girls Soccer: Amy W (A), need one for B
 - Varsity Track: Cory Arizola
 - JV Track:

Sports Booklet (Kip Golden)

- Not present, no report

East Wear (Pam West)

- Not present, no report

Patriot Scramble (Kip Golden)

- Scheduled for July 20th; looking for additional hole sponsors

Spirit Coordinators (Stacy Martin)

- Not present, no report
- Amy will contact her to request card/money for Lainey Lipschultz's trip to state (track)

Liaisons (Sarah Neubauer)

- No report

Volunteer Coordinator (Julie Gilkay)

- Getting site set up for fall sports
- Discussed concession sign up by team at PAC Fest
 - Ask coaches and liaisons to get more assertive in communications to parents so we get more volunteers
 - Discussed whether we should let students work concessions – no official decision

Athletic Banquets (Julie Stoffel, Sherry Boreson, Deb Stewart)

- Not present, Spring banquets held and went well other than low attendance

Scholarship Committee (Laurie Burns, Sarah Curran)

- Not present, no report

Other Agenda Items

- Attend monthly PAC meeting on the 2nd Wednesday of the month (All PAC members)
- Attend monthly PAC Executive Board meeting on the 2nd Wednesday of the month (Executive Board members)
- Ensure the PAC meeting minutes from the previous month (after approved) are downloaded to the website (Secretary)
- Review and compile list of recommended team disbursements for approval at the PAC meeting. This is a meeting separate from the monthly PAC meeting. (Executive Board)
- Review and vote on the list of recommended team disbursements at the PAC meeting (All PAC members)
- Complete the Use of Buildings form to reserve room 2201 for monthly meetings (President/Secretary)
- Review final balance sheet at June meeting – Income-Expense Budget (Treasurer)
- File corporate taxes with the state (Treasurer)
- Start planning for East Wear sales during registration days (East Wear Coordinator)
- Start planning for information table during registration days (Membership Coordinator)
- Golf Outing (Activities Director & Patriot Scramble Coordinator)
- Pick up PAC mail from the East office mailbox at least 2 times per month (one of the pick up times should be on the day of the PAC meeting) and distribute items as needed. (President and/or Vice President)

Motion to adjourn by Julie Gilkay, 2nd by Deb Stewart, meeting adjourned @ 7:34