



Hopkins Football Booster – March 19, 2024

Hopkins Football Boosters – meeting notes
Consent Agenda

Meeting held via Zoom - 8:30 p.m – 10:00 p.m.

Attendees:

| | | | |
|------------------|--------------------|----------------|------------------|
| Jasmine Schwartz | Heather Williamson | Scott Brown | Nicole Dimich |
| Coach Chauncy | Bo Johnston | Erik Pederson | Kim Radel |
| Kelly Casper | Robin Grote | Frank Reed | Mark Vagle |
| Kirk Anderson | Aime Mariette | Brita Givance | Mike Ottis |
| Iphone 158 | M'Angelo Harris | Alicean Caskey | Paul Spilde |
| Aaron Kuznia | Julie Dall | Teris | Raechel |
| Bryan | Melany Terrazas | Jay Lor | Trisha Wooliever |
| Brandi N. | | | |

Agenda (Meeting Minutes Below Agenda Items)

1. Welcome – Bo
2. Call to Order - Bo
3. Roll Call – Bo
4. Approval of current month's agenda - Bo
5. Approval of Consent Agenda - Bo
 - a. Review & acceptance of Financial Report
 - b. President's Report
 - c. Committee Chair's Report (partial report)
6. Committee Chair Reports
 - a. Booster Club Committee Reports
 - i. Charitable Gaming Report (Kirk)
 - ii. Marketing Report (Open – Kelly Reporting)
 - iii. Fundraising Report (Open – Bo Reporting)
 - iv. Sponsorship Report (Mark)
 - v. Community Events & Volunteering Report (Kim)
 - vi. Football Events Report (Open – Bo Reporting)
 - vii. Apparel & Merchandising (Heather)
 - b. Youth Directors Reports
 - i. Girls Flag (Jasmine)
 - ii. Junior High (Eric – 8th or Gabe – 6th)
 - iii. Madden Division Report (Doug)

- iv. Shula Division Report (Open – Bo Reporting)
 - v. Lombardi Division Report (Open – Bo Reporting)
- 7. Old Business
 - a. Open Board Positions (Kelly)
 - b. Booster GroupMe Recruiting Effort (Kelly)
- 8. New Business
 - a. Revised Sponsorship Levels (combined Business & Individual Sponsorships) - Mark
- 9. Coach Chauncy Update
 - a. First 30 day Review
 - b. Budgetary Needs Discussion
 - c. Summer Plans
- 10. Special Topic – Introduction of Coordinator Positions
 - a. Offensive Coordinator –
 - b. Defensive Coordinator -
 - c. Special Teams Coordinator -
- 11. Adjourn

Meeting call to order

Mark Vogle made a motion to call the meeting to order

Robin Grote 2nd the motion

Meeting was called to order

Bo Johnston, President opened the meeting.

Discussion on Consent Agenda

Kelly Casper made a motion to accept the Consent Agenda moving forward this would allow all members to review the previous meeting notes prior to the meeting. (What is Consent Agenda)

Kim Radel 2nd motion

Motion was passed

Consent Agenda Items

Financial Report:

Provided By Bo Johnston, President & Trisha Woolever, Treasurer.

| | |
|--------------------------------------|--------------------|
| Varsity Checking (Operating Account) | \$3,305.50 |
| Varsity Savings (Capital Account) | \$10,138.62 |
| Youth Checking (Operating Account) | \$24,329.85 |
| Youth Saving (Capital Account) | \$4,590.86 |
| Scholarship Fund Savings Account | \$3,686.36 |
| Total Account Value | \$46,078.01 |

Financial Update

Hopkins Football Booster Club has new subscription to QuickBooks Online (QBO) and is in the process of transitioning financial reporting from Microsoft Excel to QBO. This is a work in progress and will be pairing Square and SportsEngine account to QBO for integration of reporting as well.

Booster Committee Updates

Charitable Gaming Report – Kirk Anderson

No real update – City of Minnetonka sounds like it is moving forward hope to have more information within the next few weeks

Marketing Report – Kelly Caspers

Will continue to update calendars with all upcoming events. Royal Report will go out on March 20th or 21st.

Fundraising Chair – Joe Sebesta

No updates at this time

Sponsorship Chair – Mark Vagle

Following up

Community Events & Volunteering Chair – Kim Radel

First part of June we will be kicking off more to come.

Football Events Chair – Open position (Kelly Casper interim Chair)

Amie and Melany are asking for additional guidance. They will get with Kelly offline.

Youth Football Director Reports

Girls Flag Report – Jasmine Schwartz –

only for Middle School 6-8th grade

4 girls currently registered

Event May 18th(?) boys Football & girls flag football

Junior High report -- Kirk – No new update

Madden Division – Doug Boie -No new update

Shula & Lombardi Division – No new update needing to fill these positions.

New Business

Sponsorship- Discussion on Sponsorship under one line item

Mark Vagle made a motion to put both under one line item for budget

Aime 2nd motion

Motion passed

Middle school – Discussion on if the 6th graders should move up.

Kirk Anderson made the motion to move them up

Jasmine 2nd

Motion passed.

Coach Chauncy Update

Couch Chauncy talked about his first 30 days and introduced his staff.

Coach started an Instagram page – Coach Chauncy

Talked about his vision for 2024 budget (Need and wish list will be provided)

Coach talked about comradery and how to create that and build the program

Discussion of Summer plans on camps, captains practices and multiple summer events

Introduction of Coach's Coordinator Staff (OC, DC, STC):

M'Angelo Harris-Defensive coordinator and Assistant Head Coach

Jay Lor- Special Teams Coordinator

Bryan Cupito – Offensive Coordinator

Adjourn

Kelly Casper made a motion to Adjourn the meeting.

Jasmine Schwartz 2nd.

Meeting adjourned



CONSENT AGENDA – March 2024

Hopkins Football Boosters
Consent Agenda

Zoom Web Meeting 8:30 p.m.-9:30 p.m.

1. Meeting Minutes from Previous Meeting

February and March Meeting minutes will be published prior to April Meeting for review.

Board Action: No action.

2. Financial Report

Provided By Bo Johnston, President & Trisha Woolever, Treasurer.

Account Update

| | |
|--------------------------------------|--------------------|
| Varsity Checking (Operating Account) | \$3,305.50 |
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Board Action: Motion to review and accept Financial Report.

3. President's Report

From Bo Johnston, Hopkins Football Booster Club President:

To Hopkins Football Booster Club, Parents, Coaches, and Players,

I am super excited about the changes we are seeing in the program and for what we have in store for 2024. The amount of engagement I have seen with the program is awesome and we hope to build off that excitement in the next few months. Some key things in the past quarter:

- The new head coach hire has been energizing. Coach Chauncy Williams-Barefield has been busy, to say the least. His enthusiasm is contagious, and I have been impressed with his willingness to get to work! He'll have more of an update in our meeting this month but we have exciting things coming up for our players that can make a real difference in their football experience.

- A special thanks to Kelly Caspers for taking on the VP role and the organization she's brought to our group. I am happy to report that our group has nearly doubled in board members numbers and she has been recruiting key positions to set us up for success in 2024. Our HFBC has had successful working session meetings in the past two months to work on the Booster Club Handbook (roles & responsibilities) and met with Coach Chauncy to talk about the program.
- A special thanks for the new board members including Tricia Woolever, Frank Reed, Kim Radel, Joe Sebesta, and many new committee members to join our board as committee chairs. They will be joining veteran board members Robin Grote, Kirk Anderson, Mark Vagle, Heather Williamson, Doug Boie, Jasmine Schwartz, and Aaron Kuznia.
- Youth football registrations will be opening soon in April. Keep your eye open for emails and social media posts! It is critical for our middle school program that we drive numbers up early to ensure we have enough equipment for our athletes (ordering helmets takes a long time) and that we can accurately establish the number of teams for our league administrators to commit to. Please help with advertising, especially to rising 6th graders who will be entering into the Middle School next year.
- The establishment of a girl's flag football program is gaining traction now due to the announcement and push by USA Football and the adoption of Flag Football as Olympic Sport in 2028. A special thanks to Jasmine Schwartz for heading up that initiative. I (Bo) also had a productive meeting with Minnesota Youth Athletic Services (MYAS) as there is metro-wide interest in a girl's flag league and we are hoping to have Hopkins involved from the beginning.

It takes a LOT of people to build a program. We are always looking for additional team members (either as a committee chair, committee member, or just someone to help out. One of my family's mottos has always been "Many hands make light work!" If you feel called to help out, please contact any of the board members and we'll get you involved.

As always, thanks for your support and Go Royals!

Bo Johnston

Board Action: No Action.

4. Committee Reports

The following updates are routine reports given by Committee Chair Members for review by the Hopkins Football Booster Board.

Charitable Gaming Committee Report

| | |
|---------------------------|---|
| Report By: | Kirk Anderson |
| Committee Members: | Aaron Kuznia |
| Date: | <i>Insert Date</i> |
| Board Update: | <i>Kirk Anderson gave email update to Executive Committee on his findings from discussions with Charitable Gaming with the City of Minnetonka. He defined the need for a paid Charitable Gaming Manager (CGM) to help with the process at Board 3/12 work session. The proposed duties would include two phases of the process.</i> |

Phase I: To find a venue to partner with for Hopkins Football Boosters to conduct charitable gaming, applying for and obtaining any and all permits/licenses in order to conduct charitable gaming and to implement procedures to ensure all Federal, State and Local laws/regulations are complied with.

Phase II: Responsible for the day-to-day activities of the Hopkins Football Boosters gambling operation. The Gambling Manager supervises all the gambling activity and the personnel who help run the operation. Duties include, but are not limited to: Supervising, hiring, firing, and disciplining all gambling employees

- *Determining the product to be purchased and put into play*
- *Reviewing & monitoring the conduct of games*
- *Verifying all receipts, all disbursements, and all inventory*
- *Supervising all licensing & reporting requirements*
- *Assuring the organization is in compliance with all lawful gambling statutes & rules*
- *Assuring that illegal gambling is not conducted at any permitted premises*
- *Assure that required reports are properly filed with the MN Gambling Control*
- *Board, the MN Dept of Revenue, the IRS, as well as the local municipalities.*
- *Establishment, implementation, and documentation of the accounting & administrative controls*

No action needed but refinement of the CGM will continue in future meetings.