

Seneca Valley Girls Lacrosse Booster Meeting Minutes from October 7, 2015

In Attendance: Carolyn Miller, Richard Hanks, Linda Batykefer, Katie Smolter, Ashley Argyros, Eileen Podolec, P.J. Foley, Donna Latsko, Charlene Martin, Donna Haus and Jill Moriarity.

Call to Order & Welcome: 6:45 p.m.

Review of Previous Meeting's Minutes: Approved.

Treasurer's Report - Richard Hanks: Richard requested two booster members (one executive committee and one general membership) to audit financial records. Thank you to Eileen and Linda for volunteering!

Correspondence: None.

Youth & Middle School Club Report – Elise Breakford: Thirteen middle school players and eleven youth players will be participating in the RMU Colonial Classic on October 25th. Elise has offered to coordinate a tent with food and drink donations for all four teams (Varsity/JV/Middle School/Youth) attending the tournament. Elise will distribute a signup list via email once game schedules are announced. Thanks so much for offering to do this, Elise! Elise is receiving great comments regarding fall ball and wanted to extend many thanks to Coach Smolter and the high school girls.

Varsity/JV Report - Coach Katie Smolter: Katie Sterling will not be returning as the JV coach this season. Coach Smolter announced that, pending board approval, Ashley Argyros will be the newest member of her coaching staff. Ashley coached previously at Seneca Valley with Coach Smolter during the 2013-14 season. Welcome back Coach Argyros!

Fall Ball practices are going well. Average attendance for V/JV is fifteen girls and Middle School/Youth is between twenty or twenty-five. There will be practice on Monday, October 12th (it is an Act 80-Professional Development Day/No School for Students). The week of October 19th will be the last week for fall practices.

Twenty girls are participating in the RMU Colonial Classic - one Varsity and one JV team. We will be having a tent for the four participating teams as coordinated by Elise Breakford (see Youth & Middle School Club Report above). Participants are responsible for online individual registration & tournament fees. We are looking forward to a great day of competition. Good luck to all teams!

Katie will survey interest in winter indoor sessions (November/December & January/February) at the IceoPlex at Southpointe & Southpointe Fieldhouse once details are available. Venue will be determined by the majority interest.

Katie has received approval to participate in The Claw Draw in Damascus, Maryland on April 1st & 2nd, 2016. This spring trip is for the Varsity team only. The girls have permission from the Athletic Director to leave school a half-day early on Friday, April 1st. They will travel as a team, by bus, to Maryland on Friday and will return home on Saturday evening. They will play two non-section games (one Friday & one Saturday) against teams from Maryland and New Jersey. Katie is currently working to secure the bus, hotel and other details in order to establish an estimated per player cost.

Committee Reports: There are many committee openings for the 2016 season. Please consider volunteering.

a. **Apparel** - Kristin Hanks: \$226 of old apparel inventory was sold in September. Thank you to all who purchased items. Great job Kristin on moving out old items!! Six items will be included in a holiday sale with Pro Knitwear. This online store should be available soon. There may be another sale right before the start of the spring season.

b. **Game Announcer** - New committee head needed.

c. **Stat Keepers** - New committee head needed.

d. **Game Video** - New committee head needed. *Note* Responsibility to film games may be assigned to families similarly to how we operate the concession stand.

e. **Photographer & Banquet Video** - New committee head needed.

f. **Concession Stand** - New committee head needed. *Important Position*

g. **V/JV Team Parents** - New committee head needed.

h. **Sponsorship Program Administrator** - New committee head needed.

i. **Game Day Sponsor Board** - New committee head needed.

j. **Game Day Programs** - New committee head needed.

k. **Picture Day** - New committee head needed.

l. **Team Community Poster** - Donna Haus has been researching pricing at various local companies for our team community/sponsorship poster. Thus far, best pricing (including layout) is with Print King. P.J. Foley will contact MSP Promotions for pricing options as well. Thank you both for getting a head start on this for the spring!

m. **Webmaster** -Steve Salvatore. No report.

n. **Individual Account Fundraising** - Linda Batykefer, Carol Schweitzer, Jill Moriarity: Orders for the Pittsburgh Popcorn fundraiser were due earlier this week. Ten players sold 192 bags of popcorn. Delivery is expected later this month. Approximately \$600 was raised for the 10 girls' individual fundraising accounts. Great job girls! This was the last fundraiser coordinated by the current volunteers. New committee members are needed. Please consider volunteering.

o. **Senior Night** - New committee head needed.

p. V/JV Banquet- New committee head needed.

q. Homecoming Booth - Linda Batykefer & Bob Malone: Thank you to all the families who volunteered time and provided donations for another successful event. We raised \$586 for the general fund. Thanks, Linda and Bob, for all your hard work - amazing job! Both Linda and Bob are parents of seniors, so new coordinators will be needed. Please consider volunteering for next year.

Old/New Business: P.J. contacted MSP Promotions in Cranberry Township regarding yard signs. The signs would be 18"x24" with a cost of \$15-\$20 each. Signs are made of a corrugated plastic and could be made to our design specifications - player name, number, etc. They could be ordered shortly after tryouts with a turn around time of about one week. Thank you PJ!

New Business: In September, Carolyn composed and distributed a blind survey to families of all current freshman, sophomore and junior players (one per family) to determine interest in a Spring 2017 - Disney Training Trip. Twenty-two surveys were distributed with eighteen responses received. Some highlights are: *Seventeen of the eighteen indicated that they are either "somewhat, very or extremely likely" interested in a trip. A strong interest in fundraising opportunities to help finance a trip was also indicated. Approximately half of respondents said they would consider serving as a parent chaperone (paying their own travel costs). Six responded that their daughter attended the 2015 training trip and all rated it as either a "very good or excellent" experience.*

With these findings, Katie expressed her interest in further pursuing a 2017 trip! This is contingent upon 2-3 parents volunteering to working with Katie on the planning and organizing. Also, another group of parents is needed to plan and coordinate fundraising. After these are volunteers are secured, she would be able to move ahead by starting the required district approval processes. It was noted that the sooner that our group can commit to KSA, the better pricing that can be obtained. Jill will send an email to the membership to solicit the necessary volunteers.

Meeting Adjourned: 7:35 p.m.

Next Meeting: Wednesday, November 4, 2015 — 7:00 p.m. Haine Middle School Cafeteria

Minutes submitted by: Jill Moriarity, Secretary/Communications

Seneca Valley Girls Lacrosse Boosters Committee Job Descriptions

HS Apparel - select sportswear to be offered to HS & MS players and their families for purchase, present selections to SVGLB board, obtain approval of SV Athletic Director of all designs, distribute order forms, take orders, collect payments and deliver merchandise to players. Track pinnie numbers by player and coordinate distributing pinnies to new players.

HS Game Announcer - announce all home JV and Varsity games, play National Anthem, announce community sponsors either before the game or during half-time, announce concession stand items available for sale, make other announcements as needed.

HS Stats Table - maintain statistics book for the season, organize a team of volunteers to keep statistics at JV and Varsity games (home and away), arrange a training session with Coach Smolter before the season to train volunteers to achieve consistency in record keeping.

HS Game Video – organize a schedule of volunteers to record each Varsity game (home and away) and get video to coaches in a timely manner.

HS & MS Photographers/Banquet Video – take pictures during games, upload pictures and provide link to share pictures, prepare a video recap of the season to show at banquet.

HS Concession Stand – reserve concession stand by coordinating with Booster President who will contact SV Athletic Director and complete Use of Facilities Form, arrange and collect water and Gatorade drink donations from each player family, organize volunteer sign-ups to staff concession stand for all home games (usually Varsity parents work the booth during JV games and vice versa), organize volunteers to donate food items for each home game (for example ham BBQ, pierogies, brownies etc.), ensure concession stand is stocked with paper products etc. and is left clean after each use.

V/JV Team Parents - prepare or purchase, deliver and serve a meal within budget and Coach Smolter's guidelines to SV campus on game days for the V/JV teams before each away game,

deliver cooler with small water & Gatorade bottles to the sidelines before each home and away game.

Sponsorship Program Administrator - administration of our sponsorship program whereby players solicit sponsorship money from local community businesses to help offset their booster fees: includes correspondence with players and their families, accumulation of checks that are sent in, maintaining a spreadsheet that tracks each sponsor check by obtaining player, communication with SVGLB Treasurer, keeping track of logos that come in and getting those to the people preparing the game day sponsor board and the team community poster, and preparing a summarized list of sponsors that will be read by the announcer at home games and printed in the game programs. Position will also send thank you letters to all sponsors and prepare framed team pictures for girls to deliver to thank larger sponsors.

HS Game Day Sponsor Board - coordinate the production of the Game Day Sponsor Board within budget guidelines and display prior to each home game next to concession stand and take board home after each game.

HS Game Day Programs - prepare game program layout including a list of community sponsors (see above), obtain visiting team information prior to each home game to include in the program (by contacting athletic department of the visiting team), print programs within budget guidelines (print at HIP in Zelienople or print programs free of charge at work) and bring programs to ticket booth prior to start of JV game.

Picture Day - in coordination with Coach Smolter, plan date for team pictures and reserve official SV photographer for date, communicate information about date and order forms to SVGLB Secretary for electronic distribution, attend picture day and help coordinate players for pictures. Work with Team Poster Committee to obtain photos necessary for poster.

HS Team Community Poster - within budget guidelines, lay out and oversee the production of team poster including business logos from sponsorship program; distribute posters to team players and to community businesses.

Webmaster - maintain the SVGLB website with current information such as game schedules, results, team pictures etc.

Individual Account/Training Trip Fundraising - plan and oversee various fundraising opportunities to offer players to offset cost of potential future training trip. Past fundraisers have

included Sincerely Yogurt gift card sales, Soia candle sale, community car wash, sports ticket raffle etc. Possibly organize other booster general account fundraisers such as a North Park Lounge night, a Cranberry Grill Night, Anthony's Coal Fired Pizza Give Back Day etc.

HS Senior Night - reserve Senior Night date by coordinating with Coach Smolter and SVGLB President who will contact SV Athletic Director for date approval, within budget guidelines plan and coordinate decorations and gifts including senior gifts, banners, flowers, photographer, program, balloon arch etc.

V/JV Banquet - reserve V/JV banquet date by coordinating with Coach Smolter and SVGLB President who will contact SV Athletic Director for approval of date, reserve facility for banquet within budget guidelines and in coordination with the SVGLB Board, plan and coordinate with a team of volunteers the food, gifts, decorations, program, RSVPs and payment collection for event (following the SV Booster Club Manual guidelines for end of season banquets).

Homecoming Booth - reserve booth spot for annual fall SV Homecoming Parade, plan and coordinate food and/or game, donations, volunteer staffing, etc.