

Booster Club Meeting

Minutes 9.14.2026



A meeting of the PRHS Booster Club was held on Monday, September 14, 2026 in the PRHS Library.

Board Attendees:

Position	Name	Attendance
President	Erin Kaye	Present
Vice President	Shannon Vrbancic	Present
Treasurer	Kerrie Congine	Present
Secretary	Michele Prather	Absent
Concessions Director	Carol Tarnawa	Present
Fundraising Director	Robby Bailey	Present
Spirit Wear Director	Katie Czarnecki	Present

Call To Order: Prairie Ridge High School Booster Club President, Erin Kaye, called the meeting to order at 7:04pm.

President| Erin Kaye

President Erin Kaye welcomed the new and familiar faces to the first meeting of the year and expressed gratitude to those who have contributed to the Booster Club's strong start. She reported that the Ridge Lineup roster book campaign was hugely successful, recognizing Robby Bailey for ad collection; Kerrie Congine for financial processing; Bethany Gola for designing the book; and Shannon Vrbancic for proofreading and creating the photo page. Erin also acknowledged Brian Coyle at UPS for providing complimentary printing and noted the need to explore alternative printing options as ownership of the store changes. She encouraged meeting attendees to patron the businesses that donate to our students.

Erin recognized Carol, Peter and Kerrie for their work on the new concession stand spaces; Katie and Shannon for transforming the new ticket building into a spirit wear retail space; Sean Strobel and the BTTR Home Improvement crew for donating time to paint and prepare the new areas; Steve Kaye for building industrial shelving; and Erika and Aaron Klingemeier for assisting with the new spirit wear curtain.

She highlighted the launch of the Concessions Volunteer Program, developed by Carol and Kerrie, as well as Robby Bailey's extensive work redesigning the Booster Club website. Erin also welcomed Colleen Bailey and Sarah Harrison, chairs of the upcoming Great Turkey Chase: Wolfpack 5K and Ridge Fest Trivia Night, respectively, and expressed her appreciation to the entire Board for helping make the year a successful start.

Approval of Minutes: A motion to approve the May 11, 2026 minutes motion was made by Erin Kaye; second Kerrie Congine; motion carried.

PRAIRIE RIDGE ADMINISTRATION REPORT

Booster Club Liaison | Kevin Koeppe

Welcome back to all the families and thank you for being involved matters so that you to everyone in this room tonight. Thank you for being a part of the students' education and extracurriculars.

Thank you to the Booster team that worked together with a positive attitude to get everything ready for opening day at the new stadium.

A few important dates to keep in mind.

Fine Arts Fall Musical Lucky Stiff September 24-26

HOCO Week September 28th - October 3rd

Thank you again to the Board for everything that you do!

BOARD REPORTS

Vice President | Shannon Vrbancic

Thanks for sharing so many of your photographs! This is your monthly reminder to keep the pictures coming and send any other fun info with the Boosters so we can celebrate our students, staff, clubs, activities and athletics with social media posts and highlight them in the weekly email.

Tag Boosters, DM us or text Shannon photographs for social media and/or the weekly email. If you have not already signed up for our weekly email that comes out on Friday mornings the link to do so is on our website.

Secretary | Michele Prather

On behalf of Secretary Michele Prather, Erin Kaye reported the following actions:

At the July 13, 2026 Board Meeting, a motion was made to appoint Michele Prather to the position of Secretary of the Booster Board. The motion was approved.

An informal motion was made by Erin Kaye on August 24, 2026, to adopt the "Concessions and Spirit Wear: Complimentary Items & Transactions Policy" as an official PRHS Booster Club policy. The motion was unanimously approved on August 25, 2026.

At the September 14, 2026 Board Meeting, Erin Kaye made a motion to revise the "Concessions and Spirit Wear: Complimentary Items & Transactions Policy." The motion was approved.

Treasurer | Kerrie Congine

*Attached: 25/26 Fiscal Year End and Monthly Report

Fundraising | Robby Bailey

Robby Bailey will report on the first two months of FY27 fundraising. The club's give-back goal for the year is \$100,000, against \$88,000 given back last year. All numbers below are estimates pending Kerrie's confirmation.

Sponsorships. Thirty-five businesses and families have paid sponsorships this year, totaling \$28,532.50 collected, with another nineteen in the pipeline (fourteen order forms submitted, four verbal yeses, one invoiced). By program: the Ridge Lineup Roster Book sold 28 ads — two covers, four half-pages, sixteen sixth-pages, and six business cards — for roughly \$19,000; the Wolfpack 5K has fifteen paying sponsors for roughly \$7,000, with BBQ King as presenting sponsor, three of the five Mile Marker signs taken, and seven in-kind donors; and Ridge Fest has an early \$1,800 from

eight sponsors, including a presenting sponsor and six prize donors. Robby noted the sponsor pipeline is now tracked in the club's own system (PR Boost), which feeds the sponsor wall on the website automatically, and that the Booster Club has joined the Crystal Lake Chamber of Commerce. Brian at UPS expects the printed roster books to be ready this week [verify: Tuesday 9/15].

Game nights. Two home football nights have been strong. Opening night against Cary-Grove (8/28) brought in \$9,635.68 in concession sales, \$420 in Punch Pass sales, \$479.82 in tips, and \$4,675.28 in spirit wear, with the 50/50 raffle netting the club \$740 and Baseball \$252.50 [K]. Military Appreciation Night against Hampshire (9/11) brought in \$7,884.73 in concessions, \$2,567.82 in spirit wear, \$433.81 in tips, and \$1,175 in 50/50 sales — the winner took home \$587.50 and the Spring Musical and the Boosters split the rest at \$293.75 each. Kerrie cautioned that these are gross sales figures: they don't yet subtract cost of goods or card fees, cash sales aren't fully visible in Square, and the Square categories still need to be reconciled to the club's books before they're quoted as income. Tips are earmarked for senior banners.

Concession volunteers. The new concession points program has 186 volunteer sign-ups so far across football and volleyball nights, with the Wolves Marching Band (26 points) and Girls Volleyball (20) leading. Half of net concession profit is paid out to programs on those points at the end of the school year.

Website. The new prwolvesboosterclub.com launched August 6. Since then it has added a Give page with Apple Pay and Google Pay and a monthly-giving option; the sponsor wall and sponsorship price list, which now feed the club's order form; the 5K page with online volunteer sign-up (39 volunteers signed up to date); a live concession menu with a QR sign for the stand windows, partner logos, and sold-out marking from a phone; the concession sign-up and points system; a board portal with individual sign-in; and board contact information on the About page. Online giving is live but small so far — four gifts totaling \$32 — and will be promoted this fall.

Coming up. Robby will demonstrate Booster Dash, seat-side ordering for the Adirondack chairs being donated by the wood shop and the nearby picnic tables: a fan scans the code on their seat, orders off the live menu, pays on their phone with a \$10-and-up donation to the club, and a runner brings the order out. The board's target for a first live night is the September 18th home game against Burlington Central. Alongside it, the concession stand's Square account is now connected to the website, so Gatorade, pop, pizza, chips, candy, and Menchie's flavors come straight from Square's own item list, and the board has a new "What sold" view — every register and Dash sale by item and flavor, per game night — for ordering. Other ideas in discussion: a buy-a-brick fundraiser at the new stadium (veterans first, then alumni and families, in the \$25–30 range) (easy to implement need a status update.), the Next Best Nutrition drink challenge among the Crystal Lake high schools (Robby has reached out; timing to avoid the October 5–9 Chick-fil-A Crosstown Challenge), and we earned \$200 from Menchie's Dining for Dollars on September 9.

Concessions | Carol Tarnawa

This summer was all about getting our “new” concession stand up and running—and what a team effort! Thank you to Erin and Kerrie for coordinating the new stainless-steel countertops and countless details, Sean at BTTR for the fresh paint and shelving, and Peter Tarnawa and Steve Kaye for all the drilling, building, measuring, and behind-the-scenes work that brought it together.

We've upgraded our Square registers with barcode scanners, making checkout faster and easier, and added some great new local products. Thank you to Jason at BBQ King and Sieglinde at Menchie's for your generous donations! Jason is also donating pork for volleyball and created a fantastic tournament-day menu.

A huge shout-out to Kevin and the PR administrative team for helping us survive the great flood on opening night, and to our amazing volunteers who braved the heat, bees, and never-ending lines. Thank you for bringing the energy and plenty of laughs!

And a special thank you to our Concessions Queens—Kim, Erika, and Sara! Your help, expertise, and willingness to dive into all the little concession details to help make us successful are so appreciated!

Volleyball is doing a great job filling their reserved spots for concessions and earning points. Thank you, Shannon, for handling opening and closing!

Congratulations to the Wolfpack Marching Band, currently leading the points race! Our new system awards one point per completed shift to the volunteer's club, sport, or activity toward year-end Booster funding. We already have 19 clubs, sports, and activities represented!

Overview of punch pass was also discussed and a plea for opening and closing volunteers for the sports that have concession capabilities at their fields and courts.

Spirit Wear | Katie Czarnecki

I still need to put a few final touches on our new outdoor space but it is looking great. Sales are going really well in our new space and so many compliments have been received. A special thank you to Steve and Erin Kaye for all their hard work putting the space together and to Steve for building all of the shelving!

The spirit wear made to order special sale closes tomorrow, September 15th.

Our annual Holiday Sale will be held November 22nd in our outdoor space in conjunction with the 5K.

COMMITTEE REPORTS

The Great Turkey Chase Wolfpack 5K Chair | Colleen Bailey

Event date Sunday, Nov. 22, 2026

- Flyers were handed out at Parent Night this week. Extra flyers will be given to local businesses to post.
- One of our computer science students designed and made the award medals
- October 26th is the price increase deadline.
- Ages 18 and under pricing is fixed.
- Family friendly event

Ridge Fest 2027 Chair | Sarah Harrison

Event date Saturday, Feb. 20, 2027

- Working with the City on liquor license for raffle baskets, etc.
- Fall teams were sent a raffle basket reminder.
- Thinking about adding a theme to the event.
- Looking for live auction items.
- Volunteer sign up will be added to the Booster website

OLD/UNFINISHED BUSINESS

Erin Kaye reported that we are putting the final touches on the Wolves Fan Pack. It will be in an easy to transport bin which will include rally towels, pom poms, PR flag, possible PR letters and cowbells.

NEW BUSINESS

Erin Kaye reported that we will be working on beautification around the flag pole and military bell at the south end of the football stadium. It will be done in stages. Phase 1 will include selling bricks to veterans and families to honor our veterans and Phase 2 will focus on beatification and landscaping.

Sarah Harrison suggested that we can sell bricks at Ridge Fest.

TEAM/CLUB REPRESENTATIVE ANNOUNCEMENTS

Coach Dana Nielsen reported the lacrosse started open field work outs on Tuesday. They are open to boys and girls. They will also host indoor winter workouts.

Kelly Reens inquired about individual team apparel. Difficult to order and know fit when all is done online with no returns because it is custom. Hoping that Boosters can take it over to make the process easier. She also suggested possibly having an inexpensive or free way to upcycle used spirit wear. Robby Bailey explained that as a Booster club our main focus is to raise money for PR and that something like this would be labor intensive and need more storage than we have available. Kelly then suggested using an alumni network if PR had one - maybe something that they could handle.

UPCOMING DATES

- **Fall Play "Lucky Stiff"**: September 24-26
- **Homecoming**: Game - October 2; Dance - October 3
- **Chick-fil-A Crosstown Challenge** vs. CLC: October 5-9
- **The Great Turkey Chase: Wolfpack 5K**: Sunday, Nov 22, 2026
- **Ridge Fest Trivia Night**: Saturday, February 20, 2027
- **Booster Club Meetings**: Oct. 19, Nov. 9, Jan. 11, Feb. 8, March 8, April 12, and May 10.

RAFFLE DRAWING Kim Mazur for Band

ADJOURNMENT

A motion was made by Erin Kaye, seconded by Robby Bailey and carried by the Board to adjourn the meeting at 8:24pm.

Respectfully submitted,
Michele Prather, Secretary PRHS Booster Club