

## PRAIRIE RIDGE HIGH SCHOOL BOOSTER CLUB

Monday, October 21, 2024 @ 7:00pm

### Meeting Minutes

A meeting of the PRHS Booster Club was held on Monday, October 21, 2024 at 7:00 pm in the PRHS Library.

**Board Attendees:** Sieglinde Savas, President; Kevin Koeppen, Vice Principal; Shannon Vrbancic, VP-Operations Concessions; Katie Czarnecki, VP-Spirit Wear; Margie Palmer, VP-Fundraising; Liz Instefjord, VP-Technology; Erin Kaye, Secretary; Excused: Tatiana Gray, Treasurer

**Call To Order:** Prairie Ridge High School Booster Club President, Sieglinde Savas called the meeting to order at 7:04 pm

**Approval of Minutes:** A motion to approve the minutes from the September 16, 2024, meeting was made, seconded and carried.

**Vice Principal Report:** Kevin Koeppen reported that the fall activity season is coming to a close. Prairie Ridge has several state qualifiers this season in Boys and Girls Golf, as well as Girls Tennis. There will be a school "send off" parade through the halls on Wednesday this week. He noted that the winter activities are around the corner, with Girls Basketball beginning on November 4th, followed by Boys Basketball and Wrestling the following week. In Fine Arts, Kevin reported that this year's fall play, "The Good Doctor", was a big success. Kevin noted that the theater department will showcase a special fundraiser performance of, "SIX: Teen Edition", this December, in addition to the traditional musical performance of, "Anastasia", in March. Kevin concluded his report by congratulating the Booster Club on the success of the recent Ridge Fest fundraiser this past weekend, giving special recognition to Ridge Fest chairperson, Johanna Donahue. He acknowledged all the hard work that goes into this event and encouraged everyone to attend next year. The Booster Board returned his sentiments with sincere appreciation for his assistance promoting the event and serving as the amazing MC of the evening.

**Introduction of Attendees:** Sieglinde initiated a round of self-introductions amongst the meeting attendees.

## BOARD REPORTS

### President's Report:

Sieglinde welcomed the attendees. She explained that Margie Palmer would discuss the recent Ridge Fest fundraiser in greater detail. However, she took the opportunity to thank Johanna Donahue for chairing the event and everyone who volunteered and/or attended. She also reiterated her appreciation for Mr. Koeppen's involvement as the MC of the evening.

### Upcoming Vacancies:

Sieglinde addressed the upcoming open positions of Treasurer and President for the school year 2025-26. She encouraged attendees to consider volunteering and offered an opportunity for shadowing these positions this current year. She explained that there may be some shifting of positions amongst current board members next year, as we try to fill some of these key roles. She also noted that the treasury position is unique and if someone likes numbers or has experience with QuickBooks, this would be a great opportunity to give back to the school. Please contact any of us if you have any questions.

### Winter Parent Meetings:

Sieglinde reported that the parent meetings for winter sports/activities are coming soon. These meetings serve as a great opportunity for the Booster Board to introduce themselves to new and existing families, explain the

role of the Booster Club at Prairie Ridge and encourage attendees' involvement. Sieglinde hopes to get parent meeting schedules from coaches soon.

#### Winter Rosters:

Sieglinde reported that the Winter Rosters will be ready for distribution as soon as she secures the activity rosters from the coaches.

#### Winter Kick-Off:

Sieglinde relayed that the Athletic Department will host a "Winter Kick-Off" event on Friday, November 15th. This event will be similar in format to the Fall Kick-Off in August and will serve as an opportunity for the winter sports/activities to showcase their talents. More detailed information will be provided by the Athletic Department soon. The Booster Club will most likely be there to provide modified concessions for purchase. Sieglinde mentioned that Katie will be talking about a new fundraising endeavor that will be available during the "Winter Kick-Off" event.

#### Committed Athletes Signing Day:

Sieglinde reported that the Athletic Department is organizing a committed signing event for senior athletes on Thursday, December 5th. She explained that in the past, this event has been spread out over several dates in November and December. This year, the Athletic Department aims to have it all on one day for equity and consistency. The Booster Club will support the event with balloons and photo opportunities.

#### Social Media/Email:

Sieglinde encouraged meeting participants to subscribe to the weekly emails if they haven't already, as well as send her pictures to include.

#### Senior Banners:

Sieglinde expressed the desire to address some questions she'd received recently regarding the Senior Banners. She reminded meeting participants that the Senior Banners program was created and implemented this year by the Athletic Department. The Booster Club was happy to fund these banners. In past years, the Senior Banners have been left to the discretion of the individual sports teams/activities, with a parent volunteer or coach leading the charge with funding provided with donations from families or coaches' individual budgets. This resulted in a wide array of banner quality/types, with some sports not doing banners at all. This of course does not mean that teams can't continue to celebrate their own "Senior Night" as they wish. This year, with this program now falling under the umbrella of the Athletic Department, there will be equity and consistency in signage to all senior participants. The Athletic Department has moved forward with hanging the fall sports/activity banners in the gym and will continue to add banners for winter/spring activities as the year progresses. The end of the year will bring a senior celebration for all seniors, in which they will be able to take their banner home. Mr. Koeppen expressed his excitement in this new Senior Banners program. He stated the gym "looks sharp" and the students are in awe when they walk in. They love finding their friends' faces amongst the banners during gym classes and assemblies. His hope is that this visual display will plant seeds in the minds of the freshman to encourage them to participate in a sport/activity all four years.

Sieglinde concluded her report by directing attention to the upcoming event dates listed at the bottom of the agenda:

- o Winter Sports Kick Off – Friday, November 15th
- o Thanksgiving Break – November 27th-29th
- o Committed Athletes Signing Day – Thursday, December 5th
- o Boosters Spirit Wear Sale on Wrestling Balcony (during Boys/Girls Basketball Games) – Friday, Dec. 6th
- o Boosters Holiday Spirit Wear Sale – December 7th 2-4PM
- o Boosters Spirit Wear Sale on Wrestling Balcony (during Boys/Girls Basketball Games) – Friday, Dec. 13th

o Booster Meetings this year.....Nov. 18th, Dec. 16th, Jan. 13th, Feb. 10th, March 10th, April 14th, and May 12th

## **VP - Operations (Concessions) Report:**

### Football Concessions:

Shannon expressed her extreme gratitude toward the Girls Soccer and Football families for operating the concession stand during our last two home games. Shannon reported we made a gross total of \$17,950 between those two games. She noted there are still expenses we need to reconcile from each game, as well as the distribution of \$1600 to the Soccer and Football program accounts. Overall, these two games were very successful in their concession sales.

Shannon reminded meeting attendees that our last regular season home football game is this Friday, October 25th. The concession stand will be operated by our Baseball families. Wrestling, Girls Golf and Boys Basketball are in the queue for post season games.

### 50/50 Raffle Option:

Shannon reminded meeting attendees that there is a new fundraising opportunity at home football games: a 50/50 raffle. She has added this volunteer slot to the concession stand sign-up genius. From the raffle ticket sales at any given football game, half goes to the winner and half goes to the sport/activity operating the concession stand. Shannon reported that the raffle has proven to be a great bonus fundraising opportunity for our teams running the concession stand. The Band made \$681 at the first home game, the Girls Soccer program made \$307 at the second game, and the Football program made \$272 at this last home game. These extra earnings are on top of the \$800 the team already receives for running the concession stand that evening.

### Booster Support:

Shannon emphasized the importance of supporting the Booster Club and their fundraising efforts. During Allocations in the spring, teams/clubs do not ask for frivolous items; they ask for necessities that can't be purchased within the budget set forth from the school district. Without the Booster's financial assistance, families may be tasked with purchasing these additional necessities out of their own funds. Shannon thanked meeting participants for their continued support in our efforts to raise funds for the amazing programs at Prairie Ridge.

## **VP - Technology Report:**

### Booster Website:

Liz stated that the Booster Club website ([prwolvesboosterclub.com](http://prwolvesboosterclub.com)) is up and now it is just a matter of maintaining it. Liz reminded attendees to use the website to sign up for Sieglinde's weekly emails, purchase spirit wear, see photos of our students in action and get more information about upcoming events.

## **VP - Spirit Wear Report:**

### Fall Sales:

Katie informed attendees that there was approximately \$900 in Square sales at our last home football game, with spirit wear accounting for the vast majority of those sales. She noted we have one more home game left in the regular season. She had procured some new merchandise for this upcoming game - fingerless gloves.

### New Spirit Wear Raffle Fundraiser:

Katie introduced a new fundraiser opportunity that will begin this Friday at the last regular season home football game. We will be selling \$20 raffle tickets for a chance to win one of three \$100 gift certificates good toward any merchandise at the PR Spirit Wear store. In addition to the home football game and any possible home playoff games, we will also start selling the tickets online. Katie informed meeting attendees that winners will be drawn at the Winter Kickoff Event on November 15th. Winners do not need to be present to win. Our

upcoming holiday spirit wear sales event on December 7th would be a great opportunity for the winners to use their gift certificates.

## **VP Administration - Fundraising Report:**

### Ridge Fest 2024:

Margie reported that Ridge Fest was held last Saturday at the Dole Mansion. Despite slow ticket sales, she stated there were approximately 110 people in attendance. With Tatiana out of town, we don't have final numbers yet, but are hopeful the event was a great success. Margie was extremely impressed with Kevin Koeppen's auctioneering skills. She expressed her gratitude with the levity and energy he brought to the live auction that kept the bidding wars going.

Margie was also very grateful for the many area businesses that renewed their support of our biggest fundraiser of the year and for the new businesses that joined us for the first time. She also thanked the families of our athletic teams, clubs and activities that donated raffle baskets. This year, 40 baskets were raffled, along with 8 items for the Silent Auction and 6 for Live Auction. She thanked Mr. Low and his Woods classes for another gorgeous pair of adirondack chairs that were featured for the door prize auction. Margie also wanted to acknowledge our phenomenal Band Director, Mary Kate Kuhne, for another great performance in front of the Dole welcoming our guests for the evening! She emphasized that this is a huge event and requires so many volunteers to provide the support needed to ensure its continued success. She encouraged meeting attendees to give any thoughts or comments on how we might improve the format, etc. Please do not hesitate to reach out to Sieglinde Savas and/or Margie Palmer to share your ideas.

### Chick-Fil-A Crosstown Challenge:

Margie reported that once again, PR reigned victorious in our Chick-Fil-A Crosstown Challenge! She thanked all our chicken eating fans, families and friends as \$2725.73 was raised during this event. Margie also thanked the Pack Leaders for all their help decorating Chick-Fil-A for the weeks' festivities.

### Ridge Raffle at Rookies:

Margie reported that our next big fundraiser is the Ridge Raffle at Rookies. Currently, Margie explained, the Booster Board is considering whether or not to move forward with the event for 2025. The goal is to sell 300 tickets at \$100 each, generating a prize payout of \$15K among 8 winners, with Boosters netting the balance. Margie stated our first event was held in 2022 and the Boosters sold 228 tickets, which netted \$7800 to Boosters after the \$15K payout. Margie noted that last year, sales were down slightly with 196 tickets sold and netted \$4600. Margie acknowledged that it usually takes a couple of years for events like this to take hold, but as with all things in fundraising, it requires significant time, energy and volunteer resources to be successful. If anyone has feedback, please again, feel free to reach out. We value everyone's opinions.

## **Treasurer's Report:**

### Ridge Fest Financials:

With the Ridge Fest fundraiser two days prior to this meeting, coupled with a business trip abroad for Tatiana, the Booster Board thought it best to delay the financial reporting at this time until we can reconcile our books with the Ridge Fest totals.

## **Team & Activity Reports:**

### Senior Night:

Jeremy Horton, a football/lacrosse/fine arts/Hopes In parent, updated the Booster Club with an upcoming Senior Night event this coming Friday evening at the home football game. This event will celebrate senior Football players, Dance Team members, Cheerleaders and Marching Band members.

Teacher Appreciation Night:

Katie informed the meeting attendees that Friday's home football game is also Teacher Appreciation Night.

**Upcoming Dates:**

Booster Club Meetings:

Nov. 18th, 2024

Dec. 16th, 2024

Jan. 13th, 2025

Feb. 10th, 2025

March 10th, 2025

April 14th, 2025

May 12th, 2025

Winter Events:

Winter Sports Kick Off – Friday, November 15th

Thanksgiving Break – November 27th-29th

Committed Athletes Signing Day – Thursday, December 5th

Boosters Spirit Wear Sales:

Spirit Wear Sale on Wrestling Balcony (during Boys/Girls Basketball Games) – Friday, Dec. 6th

Holiday Spirit Wear Sale – December 7th 2-4PM

Spirit Wear Sale on Wrestling Balcony (during Boys/Girls Basketball Games) – Friday, Dec. 13th

**Raffle Drawing:** The Hortons for Hopes In \$100

A motion was made, seconded and carried to adjourn the meeting at 7:45 pm.

Respectfully submitted,

Erin Kaye, Secretary PRHS Booster Club