

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, January 11, 2018 7:00pm**

Attendance: Amy Moyer, Kim Keefer, Ben Slider, Jaci Parmer, Angela Bowman, Heather Barr, Linda Lang, Tracey Rebeck, Lynn Cramer, Scott Martin, Jenny Martin, Michelle Slider, Coach Miller

- Club President Amy Moyer discussed the following:
  1. Current by-laws state that in order to be able to vote on items, a person must participate in 80% or more of the booster club events (i.e./monthly meetings, activities, fundraising events, etc.).
  2. A budget for next season should be established in order to help with fundraiser planning.
- December Meeting Minutes were distributed and approved. Motions to approve by Tracey and Heather.
- The treasurer's report was distributed and approved. Motions to approve by Kim and Coach Miller. Tracey discussed the following:
  1. Current club cash balance is \$9846.91.
  2. Only outstanding bill was due to E-town Sports for approx. \$260.
- Coach Miller discussed the following items:
  1. Beginning next school year, players will be able to take a weight lifting course during first period which will fulfill their gym/health requirement. Players will report to school at 6:45am, and stay in the fitness room to lift through homeroom and period 1. They will not be required to wear the heart rate monitors that normal gym classes require. Details are still being finalized with the administration.
  2. After school weight lifting attendance numbers are OK. Incentives are offered to players who beat their max lift numbers from the prior session. Players that increase in all 4 lift weights will receive t-shirts.
  3. A parents meeting will be held in early February to go over team camp and other information. Coach will distribute calendars with important dates for next season at the parents meeting.
  4. Current roster numbers for next season look to be around 45 at this point.
  5. Pre-Season Dates/Times were mentioned as follows: 8/6, 8/8, 8/10, 8/13, 8/14, 8/16 will practice 8-4:00. 8/7, 8/9, 8/17 will practice 8-12:00. 8/15 will practice 8-8:00 with 3 sessions. 8/17 will also be picture day. We will have a scrimmage on 8/18 (away).
  6. Coach would be interested in taking the team to Refreshing Mtn. Camp Ground at some point during one of the pre-season practice sessions for a team building activity. He will look into activities available, and call for pricing.
- 7. Coach would like to take 2 teams to the Road Graders Linemen Challenge competition at Manheim Central this summer if possible.
- 8. Our team will participate in the Cedar Crest Interactions again this summer.
- 9. Our school's new deal with Nike for team uniforms will allow for a 40% discount on additional Nike apparel/sportswear. Coach will look at available items and determine a list to be offered for purchase.
- 10. Coach would like to have our new uniforms professionally laundered. If the costs are feasible with our budget, it would help to keep the uniforms in better shape for future seasons. Not all uniforms have been properly laundered/taken care of in the past.
- 11. Our Pot Luck Parents Dinner & Equipment Handout to kick off next season will be held on Monday, 7/30/18. Equip. handout will be from 3-6:00 that day, with the pot luck beginning at 6:00. Tracey will call

to book the pavilion at the park, and coach will be able to get the PA system from the HS for use that night.

12. Coach answered a question concerning communication methods used, and he will continue to communicate with players/parents through email, the Remind app., Schoology for the players, and also Facebook.

- Gold Card Details:

1. Dwight Palm will help with soliciting our current vendors to see if they will continue to offer discounts on our card.

2. Coach Miller would like to have our Gold Cards printed by 8/6/18 this year. He would like to have the team spend a few hours one evening after pre-season practice going door to door to sell the cards. Team would break into small groups to cover local developments, and then return to the school/field for a pizza party.

- Away Game Meals Details:

1. There will be 5 away games, with meals provided for our players after the games. We will have to check into pricing for sandwiches, as Dana Hummel made the sandwiches last season in an effort to save money. It was suggested that we check with Weaver Markets for pricing.

2. Coach mentioned that he may want some pre-game snacks for our away games. Several of the Section 3 teams are further away, and not all players will have time to go home and eat between school and the bus departure time.

- Ephrata Review Window Details:

1. Our display in the Review Window will be during Sept. & Oct. 2018.

- Year End Banquet Details:

1. Last game is Nov. 2. Coach suggested pushing the banquet to a Dec. date (which would allow for section awards to be announced at the banquet). He also suggested having the banquet in Ephrata if possible, rather than at Shady Maple.

2. Heather will look around for options that would accommodate approx. 250 people.

- Golf Outing Details:

1. Coach Miller will be in charge of this event. He is currently looking into dates/venues.

- Additional Fundraising Option Details:

1. R & K Subs provide us with sub sale fundraisers. This will be used for team camp fundraisers, as well as club fundraising throughout the year.

2. Our parade night food stand (near the corner of Lake & Fulton Streets every year) is another big fundraiser for the club.

3. We will work in the War Memorial Snack Bar during the band competition again this fall (needing 8-10 volunteers).

- Junior High Team:

1. Our junior high team liaisons for fall 2018 will be Ben & Michelle Slider.

**Next Meeting to be held on Thursday, February 8, 2018 @ 7:00pm**

## Ephrata High School Football Booster Club

### Meeting Minutes – Thursday, February 8, 2018 7:00pm

Attendance: Amy Moyer, Angela Bowman, Heather Barr, Linda Lang, Ben Slider, Michelle Slider, Dwight Palm, Lynn Cramer, Jacie Parmer, Scott Martin, Jenny Martin, Kim Keefer, Coach Miller

- Minutes from the 1/11/18 meeting were distributed and approved with motions made by Dwight and Angela.
- Tracey Rebeck was not able to attend the meeting, so no treasurer's report was available.
- Coach Miller discussed the following items:
  1. He has scheduled the golf outing for Saturday afternoon, 7/28/18. It will be held at Manor Golf Club, and he is still waiting to hear what pricing they will be charging us per player. We will need to solicit for hole sponsors, as they are pure profit for the outing.
  2. The Parent's Meeting will be held on Tues., 2/13 with the main emphasis being the Millersville Team Camp this summer. The sub sale to help players cover the cost for their camp fee will run from 2/13-2/26 with delivery on 3/8/18. Tracey will track the profits for each player. Weekly/Monthly payments can be made for players, with total payment due by the last day of school.
  3. He would like to use a laundry service to have our uniforms professionally dry cleaned next season if we can afford the cost. He looked into pricing with BSN, and they could launder all of our uniforms for the entire season for \$2400.00. They would pick up all game jerseys and pants on Tuesday and return them cleaned on Thursday.
- Spirit Wear Details:
  1. Tracey will be in charge of spirit wear for next season.
- Gold Card Details:
  1. Amy will be getting more info. on our Gold Cards. Cards have been difficult to track, and money difficult to collect over the past few years. More discussion is needed on this topic.
- Picture Details:
  1. Media Day will be 8/17/18.
- Program Details:
  1. Dwight will be heading this. He would like to see program ad pricing as follows: \$350 for a full page, \$175 for a half page, \$450 for the back cover, \$400 for the inside front cover.
  2. Dwight would like to have a student art department contest for the design of the program cover. We would judge the best design submitted.

3. Our first home game is Friday, 8/24/18 (the Friday night before school starts). In order to have programs completed by then, Dwight would like to have all program ads/materials complete by the end of July.
  4. Businesses purchasing half page ads or larger, will have a program delivered to their office for display.
  5. Dwight will bring hand-outs for program solicitation so we can all distribute.
- Ephrata Review Window Details:
    1. Window must be completed by 9/1/18, and we will have our display in the window throughout Sept. & Oct.
    2. Full size player cut outs were not used last fall, as they were expensive (\$100/senior paid by the parents + \$25/senior paid by the club).
    3. Dwight suggested individual senior player photo banners which would cost approx. \$50 per banner.
  - Away Game Meal Details:
    1. Subs are provided for players. R&K (used for our sub sale fundraisers) are \$2.75/sub.
  - Sub Sale Fundraisers:
    1. These will likely be held for team camp, in the spring, and mid-season.
  - Senior Night Details:
    1. Friday, 10/26 Octorara Game.
  - Varsity Jacket Details:
    1. We used A&W last year. Contact was Will Good.
    2. Agway would be a place to check with on pricing as well. Contact Dave Smith.
  - Year End Banquet Details:
    1. There was a lot of discussion concerning the year end banquet, as some would like to see a change of location from Shady Maple. Heather did some research on the Rec. Center, the old Gerber Building and the Legion. The Legion would waive their \$750 room fee for us, with a buffet cost of \$19.95/person plus a gratuity. This would include 2 entrees, 1 veg. and a salad, plus water and tea.
    2. Big John's Catering would charge \$16.50/person for one meat selection, and \$19.50/person for two meat selections.
    3. Enck's Catering would charge \$22.95/person.
    4. Additional suggestions were Adriane Shelley's Catering business, Dickie's Catering and Kathryn's Catering.
    5. Additional discussion will be needed on this topic.

**Next Meeting to be held on Thursday, March 15, 2018 at 7:00pm**

(The March meeting will be held one week later than usual due to a student/faculty basketball game scheduled for 3/8/18)

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, March 15, 2018 7:00pm**

Attendance: Tracey Rebeck, Michelle Slider, Amy Moyer, Angela Bowman, Heather Barr, Linda Lang, Coach Miller

- Minutes from 2/8/18 meeting were distributed and approved with motions made by Angela and Heather.
- Treasurer's report was distributed and approved with motions made by Heather and Linda.
  1. Current club cash balance is \$11,933.60 with outstanding bills/cash intake for team camp to be paid and received. Deposit of \$250 to be paid in order to hold our spot for camp.
- Coach Miller discussed the following items:
  1. He would like to use a laundry service for uniform washing this fall if possible. \$2400 would cover laundry/pick up/delivery for the whole season.
  2. We will be having custom mouthpieces made again this year. The dentist will donate the fittings/mouthpieces in exchange for a full page program ad.
  3. He will be scheduling a meeting with Nike to decide on cleats, shirts, and other apparel items that will be available for purchase at a discounted rate because of our uniform contract with them.
  4. He would like to move forward with scheduling a team building exercise at Refreshing Mountain Campground during pre-season practice time. Cost would be about \$600. This was approved with motions by Tracey and Linda.
  5. Parent/Player pot luck dinner and equip. handout will be 7/30/18.
- Away Game Meal Details:
  1. There was discussion that in order to save money for the club, and promote parent involvement, there could be teams of 3 families that could donate food and drinks to feed the team after each away game. The sign up genius system could be used to organize the food and parent volunteers.
  2. It was also discussed that there should be meals provided for the junior high team after their away games as well.

- Spirit Wear Details:
  1. Coach will be checking with Nike, but he will also check into pricing with E-town Sports and DNL as well.
- Gold Card Details:
  1. It was discussed that if we could have these printed in time for the golf outing (7/28/18), we could sell some there. Last year, the club made over \$3000 on gold cards.
- Review Window Details:
  1. Angela will take charge of the Review Window.
  2. It was discussed that yard signs for our senior players would be nice.
- Varsity Jacket Details:
  1. Pricing/Vendor options for jackets are still being looked into.
- Banquet Details:
  1. Another option would be the Ephrata Business Center. This would be \$2.20 per person plus catering and their clean up fee.
  2. It was also discussed that we could try to coordinate with another school to bump up our numbers in order to reach the 300 needed for a private buffet at Shady Maple (share the private buffet, but have our own room).
- Golf Outing Details:
  1. We need a real push for hole sponsorship as this is pure profit.
  2. Our cost will be \$35/player including golf and cart.
  3. Food will cost \$15/person. Shelley to cater food.
  4. Coach sent golf outing papers to the Gridiron Club in the hopes of attracting their members, and other Ephrata Football alumni.
  5. Coach is looking into getting an Eagles Football helmet as a raffle item for the golf outing.

**Next Meeting will be held on Thursday, April 19, 2018 at 7:00pm**

(The April meeting will be held one week later than usual because of a lacrosse game on the second Thursday of April)

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, April 19, 2018 7:00pm**

Attendance: Amy Moyer, Tracey Rebuck, Scott Martin, Heather Barr, Jenny Martin, Angela Bowman, Linda Lang, Ben Slider, Michelle Slider, Kim Keefer, Coach Miller

- Minutes from 3/15/18 meeting were distributed and approved with motions made by Tracey and Linda.
- Treasurer's report was distributed and approved with motions made by Kim and Michelle.
  1. Current club cash balance is \$11,894.91.
  2. Tracey would like to create a budget for the upcoming season. A separate meeting will be held to discuss this and all items that need to be included.
- Coach Miller discussed the following items:
  1. He is looking into setting up an online store with Nike for the additional apparel items we will be able to sell at a discounted price. Tracey will be handling additional spirit wear items.
  2. The results from the team camp survey he sent out showed that 30-40 kids plan to attend camp (30 kids attended camp last summer (2017)).
  3. On 5/3 the Riddell sales rep will be coming to the school to professionally fit the kids for our new helmets. Timing should be right after school.
  4. Coach would like to discuss the uniform dry cleaning option at the budget meeting.
  5. We will have spring football practices in late May, and Garden Spot will be coming for a 7 on 7 interaction on either 5/24 or 5/31.
  6. Registration deadline for the golf outing will be 6/29. T-shirts and gift bags will be given to golfers, but costs will come directly out of registration fees.
- Gold Card Details:
  1. Heather has begun making contact with prior vendors. Scratch Bakes is the only business that has committed to participate again, at this point.
- Photography Details:
  1. Dwight's contract needs to be examined and discussed to see if it is valid for the 2018 season. The existing contract was signed on 8/19/16. Amy will talk to

Dwight to see if a new contract needs to be signed, and if pricing will remain the same.

- Review Window Details:
  1. It was suggested that Yard Signs with player pictures could be used. We used Brown's Graphics last year. Cost was \$15/sign.
  
- Varsity Jacket Details:
  1. Amy talked to Agway, and Lauck's. Dave Smith at Agway has not gotten back to her yet. Lauck's was interested in doing the jackets for us.
  
- Banquet Details:
  1. Heather reported that the Ephrata Business Center would be \$750 to rent. Catering could be arranged. Catering options as low as \$6/person were available.
  2. Amy reported that we could use the private buffet at Shady Maple if we were to hold our banquet on the same night as another school and (together) exceed the 300 person number required to have them set that up. Pricing would be the same as the regular buffet, and we would be allowed to stay in the room until 10:00pm.
  3. We could also consider a breakfast banquet at Shady Maple, but we would have to be finished eating by 10:30am. This option would allow us more time for awards/coaches comments.
  4. Coach Miller will poll the kids to see which banquet option they prefer.
  
- Parade Night Question:
  1. A question was posed concerning practice times on parade night. Coach responded that practice always starts and ends early that night. It was mentioned that the midget teams always enter a float in the parade, and perhaps the varsity players could participate as well.

**Next Meeting will be held on Thursday, May 10, 2018 at 7:00pm**

**This Meeting will include discussion on budget items.**



## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, May 10, 2018 7:00pm**

Attendance: Amy Moyer, Tracey Rebeck, Michelle Slider, Heather Barr, Angela Bowman, Jenny Martin, Scott Martin, Dwight Palm, Kim Keefer, Coach Miller

- Minutes from 4/19/18 meeting were distributed and approved with motions made by Jenny and Dwight.
- Treasurer's report was distributed and approved with motions made by Kim and Heather.
- 1. Current club cash balance is \$9,454.57.
- 2. Our Go Daddy website had been paid through April, 2020. Ephratafootball.com
- 2018/2019 Budget:
  - 1. Tracey had compiled a preliminary budget for the upcoming year. It showed a \$906.00 deficit.
  - 2. It was discussed that additional fundraising would be needed. Some ideas that were presented were a chicken BBQ sale, a car wash, and a donation letter mass mailing (similar to a Race for Education format).
  - 3. It was decided that a donation letter mass mailer would be done prior to the golf outing (which is our next major fundraiser). Address labels would be distributed to the players at our spring mini-camp practices, with each player being asked to return 5 address labels.
  - 4. It was discussed that we could forego doing the Review Window, and use those allotted funds to do something for our junior high team. This was voted on and approved with motions made by Dwight and Jenny. Amy will contact the Ephrata Review to let them know we will not be using the window space this fall.
  - 5. Uniform dry cleaning (approx. \$2500 cost for the season) was not included in the budget, so additional fundraising would need to be done to cover this if we decide to use a service.
  - 6. It was discussed that we need a new pop up tent to be used for game day sales and the parade night food stand.
  - 7. Dwight mentioned that we should consider paying for the signs for our senior cheerleaders (4 seniors). This was voted on and approved with motions made by Michelle and Heather.
- Coach Miller discussed the following items:
  - 1. Coach Beck has stepped down for family reasons. Coach Miller is looking for a replacement for this paid position.
  - 2. Coach O'Donnell (volunteer coaching position), has stepped down for family reasons.

3. Coach Fedorshak (junior high coach) will be helping the varsity team out for the spring practices.
4. The Garden Spot Interaction may need to be rescheduled. It could possibly be held on 6/1.
5. Spirit wear clothing through our Nike online store will be coming in the future. Current online store only features cleats, gloves.
6. Coach mentioned that he would like to purchase 5 footballs (\$72 each) if we have the funds.
7. Coach suggested that we don't purchase coaches gifts for the paid coaches. There are 4 volunteer coaches that we should purchase gifts for, but the funds for the paid position coaches gifts could be used for other things.
8. For our Senior player gifts, Coach suggested that each player should receive their photo collage, plus a spirit wear item of their choice for \$35-\$40 cost.

- Photography Details:

1. Dwight's contract will need to be re-signed.
2. There will be no fee increase.

- Program Details:

1. Dwight handed out senior profile and coach profile forms to Coach Miller.
2. Dwight distributed 2018 Program Rates. They are as follows: \$50 – Patron Page Ad, \$75 – 1/8 Page Ad, \$120 – ¼ Page Ad, \$175 – ½ Page Ad, \$300 – Full Page Ad, \$300 – Inside Front or Back Cover, \$300 – Back Cover.
3. Dwight needs all ads copy ready by 7/20/18. Email ads to dpalma@ptd.net and mail checks (payable to Ephrata Football Booster Club) to P.O. Box 211 Ephrata, PA 17522.
4. A few businesses will receive free ads for their donated services/support. Bright's Restaurant, Family Dentistry and Missi Mortimer Photography will all receive free ads.

- Banquet Details:

1. There is ongoing discussion and disagreement about the location for the 2018 end of season banquet. Whether or not the banquet will be held at Shady Maple (like in the past), or another venue, will be discussed and decided on at a later date.

### **Next Meeting will be held on Thursday, June 21, 2018 at 7:00pm**

(Location TBD as school will be closed for the summer. Meeting will be held one week later than usual because Coach will be on vacation, and the golf outing will be the primary focus/discussion.)

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, June 21, 2018 7:00pm**

Attendance: Amy Moyer, Dwight Palm, Angela Bowman, Jenny Martin, Scott Martin, Heather Barr, Tracey Rebeck, Coach Miller

- Minutes from 5/10/18 meeting were distributed and approved with motions made by Angela and Heather.
- Treasurer's report was distributed and approved with motions made by Jenny and Dwight.
- 1. Current club unrestricted cash balance \$8,722.34.
- 2. Checks are coming in from Touchdown Drive Mailers. We should consider sending a team picture and thank you note to donors.
- Amy (President) discussed the following items:
  - 1. The club is in need of a new EZ Up tent for game day sales, etc. Dick's Sporting Goods has tents on sale for \$49.99. This expenditure was approved with motions made by Dwight and Tracey. Amy will order the new tent.
- Coach Miller discussed the following items:
  - 1. A new coach will not be hired to replace Coach Beck. Coach Clair will be a paid assistant for this year, and a new coach will be hired for next year.
  - 2. Our weight room hours for football lifting and speed training are: M,W,Th 8-10:00am and T,W,Th 6-8:00pm.
  - 3. Coach and Jenny Martin discussed the fact that kids have not been coming out to lifts and open gyms. Coach provided spreadsheets with attendance counts. Coach would like to see 80% attendance this summer (6/25 – 7/27 with the week of 7/4 off), which would be 9 expected lifts. They are proposing an incentive program which would offer a paintball fun day to players that meet the 80% attendance mark. Team camp is not included in the attendance requirement. Jenny will get a letter/email together to send out to the players. This expenditure was voted on with a decision to set aside \$400 from club funds to pay for this incentive program. Motions were made by Tracey, Dwight and Heather.
- Senior gift details:
  - 1. Tracey noted that mini helmets could be included for our seniors at \$14 each.
  - 2. It was suggested that Nike bags could be given to our seniors in place of clothing.
- Fundraising details:
  - 1. Heather looked into a BBQ Chicken fundraiser option. She looked at pricing from both Martin's and Kauffman's. Approximate profit per half chicken sold would be around \$3 each, which is rather low.

- • Golf Outing details:
- 1. Sat. 7/28 12:00. Mailers went out on 6/12.
- 2. Currently there are 10 teams registered, with a goal of 18 teams.
- 3. Currently there are 10 hole sponsors, with a goal of 18 holes.
- 4. Deadline is 7/6/18.
- 5. Coach to offer parent/player hole sponsors to the team.
- 6. At check in that day, players will be registered for door prizes (spirit wear clothing and mini helmets. Also, Haller Enterprises donated a one year silver priority membership).
- 7. Coach was able to get a full size Eagles football helmet, which will be used as a raffle fundraiser prize. We will sell raffle tickets at the golf outing, and at our first home game vs. Warwick.
- 8. We will need a hot dog roller at the golf outing.

**Next Meeting will be held on Thursday, July 12, 2018 at 7:00pm**

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, July 12, 2018 7:00pm**

Attendance: Amy Moyer, Jenny Martin, Scott Martin, Ben Slider, Rod Snyder, Linda Lang, Heather Barr, Nikki Rearich, Dwight Palm, Michelle Slider, Kim Keefer, Coach Miller

- Minutes from the 6/21/18 meeting were distributed and approved with motions made by Amy and Dwight.
- There was no treasurer's report available, as Tracey was not at the meeting.
  1. Tracey had spoken with Coach Miller, and he reported that the Touchdown Drive Mailer had brought in approx. \$1500 to date.
- Photography and Program Details:
  1. Dwight reported that all program ads were due by 7/20, and that he was waiting to hear back from 62 possible advertisers. His goal for the program was 50 ads.
  2. Dwight recommended that we start with printing 200 copies of the program.
  3. In the prior year, we used D&L Designs for the printing.
- Coach Miller discussed the following items:
  1. Team Camp at Millersville would start the next day. There were 27-30 players expected to attend. 3 of these players would be on scholarship (1/2 payment). Coach would be bringing water and Gatorade to camp for the players.
  2. 7/30/18 would be the date for player equipment hand out, and the parent/player potluck dinner.
  3. Our new Nike uniforms are in, and he brought a sample along for us to see.
  4. He planned to ask the Grid Iron Club to purchase a few bigger ticket items for the team.
  5. He would like to have shirts for the coaches to wear on the sidelines. These could be purchased and received within one week, so we will be able to vote on this at the August meeting.
  6. He would like to use a dry cleaning service for our new uniforms this season, as opposed to letting players launder the uniforms themselves. This would extend the life of the new uniforms, which need to last us 5 years. Approx. cost for the laundry service would be \$2000-\$2500 for the 2018 season. This was voted on and approved with motions made by Dwight and Jenny. Although this expenditure was not in the budget for this season, the golf outing should be more profitable than the prior year, and the Touchdown Drive income was not included in the budget. Covering the cost of the laundry service should not be a problem.

- Golf Outing Details:
  1. Coach Miller reported that the golf outing fundraiser scheduled for 7/28/18 was in good shape with 30 hole sponsors and 16 teams registered to play. These numbers are approx. double our participation in the prior year.
  2. Adrian Shelley will be catering the food for the event, so we will only need to bring the paper supplies and drinks. Coach will be getting all of the beverages in cans, and will only need coolers and large buckets to ice down the drinks.
  3. Registration for the outing begins at noon, and participants will be receiving t-shirts at registration. The shirts are purple and cost \$6.50 each. Coach took care of ordering the shirts.
- Player/Parent Pot Luck Dinner Details:
  1. Dinner will be held at the pavilion in Grater Park, and we have the pavilion reserved from 5:00-dark. Dinner begins at 6:00, with the meeting to follow.
  2. The club will supply drinks and paper products.
  3. We will ask players to supply the following:
    - ◆ Senior Players – Desserts
    - ◆ Junior & Sophomore Players – Main Dishes
    - ◆ Junior High Players – Side Dishes
- Gold Card Details:
  1. Only one patron from the prior year has confirmed that they are willing to offer a discount on our card for this year. Participating businesses prefer to be called every year to confirm their continuation on the card. Amy will try to contact the remaining businesses by phone, or in person.
  2. We have used Vista Print to print the cards in prior years.
  3. Coach would like to have the cards printed by heat acclimation, so he can hold a player Gold Card sale blitz that week. Players could disburse in small teams to cover local developments and do a door to door sale. This may even eliminate the need to hand out cards to each player for sale. While the Gold Cards are a profitable fundraiser, it was noted that collecting the money/unsold cards from players is a challenge each year. A blitz night would be a good start in selling the cards without the need to collect/track cards and money from each player. It was decided that this blitz night would be held Thursday night of heat acclimation week from 5:00-7:00pm. This would be the same night as our next booster meeting. We could plan to hold a pizza party for the players when they return from selling the Gold Cards. The date will be Thursday, 8/9/18.

**Next Meeting will be held on Thursday, August 9, 2018 at 7:00pm**

## Ephrata High School Football Booster Club

### Meeting Minutes – Thursday, August 9, 2018 7:00pm

Attendance: Amy Moyer, Jenny Martin, Ben Slider, Tammy Brown, Jacie Parmer, Tracey Rebeck, Dwight Palm, Nicole Rearich, Linda Lang, Coach Miller

- Minutes from the 7/12/18 meeting were distributed and approved with motions made by Amy and Ben.
- Treasurer's report was distributed and approved with motions made by Amy and Ben.
  1. Current club cash balance is \$13,577.14.
- Gold Card sale details:
  1. The players went on a door to door sales blitz prior to the start of the 8/9 booster meeting. Teams of 4-5 boys were sent to various developments/locations to sell cards for team fundraising. A total of \$2,323 was raised. The booster club provided a pizza party for the players at the end of the sales blitz. Cost of the pizzas was \$215.71 + tip.
  2. Based on the sales volume, it was determined that there would be no need to send gold cards home for sale with each player. This makes things easier, as there will be no need to track/collect money and unsold cards.
- Coach Miller discussed the following items:
  1. The team building activity and time spent with the team at Refreshing Mountain went very well, and was good for the team.
  2. The roster currently holds 42 players, and 3 managers.
  3. We will not be having an inter-squad scrimmage during pre-season practices.
- Golf Outing details:
  1. Coach Miller reported that we had 64 golfers.
  2. We will hold next year's outing on the same date.
  3. He provided a summary of income & expenses, and we had a profit of \$4,472.42 on the outing. Budgeted profit was only \$1500, so this was a \$2,900 excess. 😊
- Parade Night details:
  1. Amy reported that based on prior years, we would need 8-10 people to help from 4:00-10:00pm that night.
  2. A sign up genius will be emailed out to parents to find volunteers to work in shifts.
  3. Jenny Martin will get the soup to be sold at the stand, and we will ask for baked good donations from parents on the sign up genius.

- Program/Photography details:
  1. Dwight and Nicky reported that media day was over, and had gone well.
  2. Dwight reported that he had all of the photos he needed for the program, and for senior banners.
  3. Programs will be ready for our first game, as well as parent buttons.
  4. \$3,700 was the total income from program ads. 😊
  5. Senior signs/banners will cost \$15 each, and we have 17 seniors (+ cheerleaders).
  6. Nicky reported that she needed an updated roster, plus height and weight for each player.
- Thursday night team meals:
  1. Several parents are interested in holding post practice team meals on Thursday nights. A sign up genius will be emailed out for additional volunteers. Currently, 5 out of 10 weeks are accounted for.
- Away game meal details:
  1. Subs will be ordered from R&K to feed our players after away games.
- Band Competition details:
  1. The band competition on Oct. 20<sup>th</sup> will need football team parent volunteers to work the snack bar.
- Spirit Wear details:
  1. It was suggested that Nike bags be given to our varsity players. These bags cost \$35 each (\$1653 total). T-shirts will be given to our junior high players. This was approved with motions made by Jenny and Ben.
- Senior Night details:
  1. Senior night will be 10/26/18.
  2. Mini Helmets will be part of our senior gifts this year.
  3. It was discussed that a more generic banner should be printed, so that it can be re-used in later years/events.
- Game day sales details:
  1. Heather is in charge of game day sales.

**Next Meeting will be held on Thursday, Sept. 13, 2018 at 7:00pm**



## Ephrata High School Football Booster Club

### Meeting Minutes – Thursday, September 13, 2018 7:00pm

Attendance: Amy Moyer, Nikki Rearich, Dwight Palm, Heather Barr, Linda Lang, Tracey Rebuck, Kim Keefer, Coach Miller

- Minutes from the 8/9/18 meeting were distributed and approved with motions made by Tracey and Linda.
- Treasurer's report was distributed and approved with motions made by Kim and Heather.
  1. Current club cash balance is \$18,185.89.
  2. Tracey noted that she still had outstanding invoices to pay for the spirit wear (gym bags and t-shirts given to players, as well as coaches gear), and the uniform dry-cleaning service for the season.
  3. Tracey also noted that she had saved the envelopes from the Touchdown Drive donors so that we could possibly mail thank yous from the team. Dwight will look into a team photo post card type mailer.
- Coach Miller discussed the following items:
  1. The coaches need a new battery for our end zone camera. This would cost approx. \$50. This expenditure was approved with motions made by Dwight and Tracey.
  2. Coach noted that the players seemed to be enjoying the team meals each week. Only 1 Thursday night remained open (week of Pequea Valley game).
- Away game meals:
  1. Amy was ordering the bag meal from R&K for our away games. This includes a sandwich, chips, cookies and water in each meal for just \$5. R&K is delivering the meals ready to go to Amy's house and she is transporting them to our away games. 51 meals are needed each game.
- Parade night food stand:
  1. Amy noted that not many volunteers had signed up to help on parade night (a sign up genius was emailed out to all parents).
  2. It was discussed that maybe we should scale back on items sold because of the lack of volunteers.
  3. Jenny Martin offered to make soup for sale. Heather will check on hot dogs and buns.
- Gold Cards:
  1. A few players took extra gold cards to sell on their own. Coach Miller is tracking these from the varsity team.
  2. Michelle Slider is tracking the gold cards for the junior high team (not present on 9/13).
- End of Season Banquet Details:
  1. Thursday, 11/8/18 would be the date we typically hold our end of season banquet (players off school Friday, 11/9 for parent teacher conferences).

2. Shady Maple does not have another team coming that night, so we would not be able to “share” the private buffet set up (300 required for that). This means our only option at SM will be their normal buffet. It was decided to go with this, as in the past.
  3. Tracey has the decorations used in prior years.
- Band Competition:
    1. We will need 8-10 volunteers to work in the War Memorial snack bar on Sat. 10/20/18. Our booster club will be paid by the War for staffing the snack bar that day.
  - Senior Night:
    1. It was decided to purchase flowers for parents from Roxanne’s again. Tracey will order the flowers.
    2. There are 5 senior cheerleaders, and 17 senior football players. Our club will purchase their flowers. We will also order the flowers for the senior members of the marching band. We will be reimbursed for their flowers. Coach emailed the band director to find out how many seniors are in the band this season.
    3. Nikki R. has the senior profile forms. She will do the write ups for announcement that night based on the profile forms. Coach Miller will get the senior players to complete their profiles and return them by 10/5/18.
  - Game Day Sales:
    1. Some extra spirit wear clothing items were ordered from E-town Sports. These items are being mailed to the school, and will be available for sale at the game day sales tent.
  - Sub Sale:
    1. It was decided to do another sub sale fundraiser this fall. This sale will be completed in October, with an October delivery date for the subs.
  - Program/Photography Details:
    1. Dwight noted that individual player pictures were ready, and he would bring them to the game day sales tent for distribution.
    2. Dwight noted that he needed 5 programs for delivery to our program advertisers (as promised).
    3. Twin Pine Ford would now be displaying a car at each home game as a method of advertising. This would be done at a cost of \$250 per week. With 4 remaining home games, we would make an additional \$1,000.
  - Food for players prior to away games:
    1. It was noted that some players are unable to go home to eat between school and away game bus departure. Food should be kept on hand for coaches to feed players in this circumstance. Kim will run to Costco for sandwiches/snacks.

**Next Meeting will be held on Thursday, Oct. 11, 2018 at 7:00pm**

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, October 11, 2018 7:00pm**

Attendance: Amy Moyer, Jenny Martin, Scott Martin, Angela Bowman, Heather Barr, Linda Lang, Tracey Rebuck, Jacie Parmer, Nicole Rearich, Dwight Palm, Coach Miller

- Minutes from the 9/13/18 meeting were distributed and approved with motions made by Tracey and Linda.
- Treasurer's report was distributed and approved with motions made by Dwight and Heather.
  1. Current club cash balance is \$14,755.60.
  2. Tracey noted that there would be outstanding costs for the uniform dry cleaning and the banquet.
- Senior Night:
  1. Football will have 17 senior players and managers.
  2. Football seniors will be announced in jersey number order. Band and cheerleading will be alphabetical.
  3. Tracey will be calling Roxanne's to order the parent flowers.
  4. We will need volunteers to help with the flowers and to line up the players/parents.
  5. Senior night programs will be given to only senior parents.
- Parade Night Food Stand:
  1. Unfortunately, the parade was cancelled due to weather conditions, so this fundraiser was not available this year.
- Away Game Meals:
  1. Amy noted that the bag meals from R&K's were working out well, and the players seemed to like them.
- Gold Cards:
  1. It was noted that we should make an announcement at home games to let people know that gold cards were available for purchase at the game day sales tent.
  2. The junior high team will return their gold card envelopes (with money and any unsold cards) before the end of the season.
- Game Day Sales:
  1. Heather noted that things were going well, but more help (volunteers) would be nice.

- Sub Sale:
  1. Sale papers are due back by 10/15.
- Band Competition:
  1. We will need 8-10 volunteers to work in the snack bar on 10/20 in order to participate in this fundraiser. A sign up genius will be emailed out to parents.
- End of Season Banquet Details:
  1. Thursday, 11/8/18 @ Shady Maple. Room available at 4:30.
  2. Banquet forms being mailed to Kim Keefer. People can also return banquet forms to the game day sales tent during home games.
  3. Tracey has the banquet decorations and will arrive early to decorate.
  4. Dwight will need 17 frames (13x19) for each senior collage. Jacie Parmer will pick these up.
  5. Amy will order the award trophies from Brown's (Brown's Signs & Awards, 1397 Arcadia Road #100, Lancaster). Coach Miller can email Brown's with the winners. Kim K. will pick these up when ready.
  6. Amy will order the Mr. Mount watch at Gehman's Jewelers in Ephrata. Coach Miller can contact them with engraving information for the winner. Tracey will pick this up when ready.
  7. We need to make sure the senior signs are taken down at the last home game, and that they are brought to the banquet for our players.
  8. We will hold a 50/50 raffle at the banquet for an additional fundraiser. Tickets will need to be brought along to the banquet.
  9. Coaches and their spouse/guest are paid for by the club.
  10. Dwight will make a program/bulletin for the banquet. We will need to have this printed.
  11. Amy will get the banquet started, and open with a prayer before the meal.
- Election of Officers:
  1. We will need to ask around to see which of our current officers are planning to return, and look for volunteers to fill any remaining spots.
  2. We will not hold a meeting in November (because of the banquet), so we will plan to start the process for electing 2019 officers at the December meeting. As per our by-laws, officer elections will be held in January. Amy will plan to review by-laws for discussion of any necessary changes/updates.

**Next Meeting will be held on Thursday, Dec. 13, 2018 at 7:00pm**

(No November meeting due to the end of season banquet)

## **Ephrata High School Football Booster Club**

### **Meeting Minutes – Thursday, December 13, 2018 7:00pm**

Attendance: Amy Moyer, Tracey Rebuck, Kim Keefer, Jenny Martin, Scott Martin, Ben Slider, Faye Schwanger, Stan Weaver, Jim Ellis, Michelle Slider, Heather Barr, Angela Bowman, Linda Lang, Coach Miller

- Minutes from the 10/11/18 meeting (no November meeting because of the season end banquet) were distributed and approved with motions made by Tracey and Jenny.
- Treasurer's report was distributed and approved with motions made by Kim and Jenny.
  1. Current club cash balance is \$9,730.73.
  2. Scott Martin gave Tracey the \$1,000 payment from Twin Pine Auto for the car advertisement that was allowed at our home games. This will bring our cash balance up to \$10,730.73.
  3. Tracey noted that our 50/50 ticket sales, the Gold Card sale, the Golf Outing, and the Touchdown Club drive all performed very well for 2018.
  4. It was noted that the club cash balance was approx. \$1,000 higher than this same time in the prior year (including the Twin Pine funds received). This was a good sign and good year for the club, as we were able to add the uniform laundry service to our expenses in 2018, and still remain in a better cash position than at the end of season 2017.
- Introductions were made by all in attendance, as there were several new faces at this meeting.
- Coach Miller discussed the following items:
  1. Coach Clair would be moving back to a volunteer coaching role for the 2019 season. Coach Gesswein would be taking over a paid position. Jason Volurtson from LVC will also be joining our coaching staff in a volunteer role for 2019.
  2. Our off season lifting program is going well, with approx. 25 boys in attendance each day.
  3. Section realignment for 2020 is an ongoing discussion, and will be finalized in January.
  4. He is looking into the possibility of bringing on a strength & conditioning coach for the team.

5. He is actively looking for (recruiting) rising senior players right now, as our current junior class is low in numbers.
  6. He recognized that we had some players receive LL League awards. The spring All-Star Game will be held the Friday before Memorial Day. There will be a fee for us to participate. Each school is allowed to send at least 2 senior players.
- Amy Moyer discussed the need to go over, and update our current by-laws, as they are supposed to be reviewed every 2 years, and have not been updated for several years. She had previously emailed the current by-laws to all regular attendees for their review prior to the meeting. Copies of the by-laws were also printed, and distributed to all in attendance who had not received the email version. Amy also discussed the upcoming election of new officers.
    1. Angela Bowman agreed to prepare and type a new and revised version of our by-laws based on discussions that were held. She will prepare the new draft for our January meeting.
    2. The attendees went through the current by-laws, and discussions were held on all points that seemed to need revision. Agreements were reached to add or delete wording/articles in order to make our by-laws more appropriate for our current functions as a booster club.
    3. Discussions were held concerning the election of officers for 2019. Elections will be held at our January meeting.
    4. All interested candidates (for all positions – President, Vice President, Treasurer & Secretary) should email Amy prior to the January meeting. She will email the list of candidates prior to the 1/10/19 meeting.

**Next Meeting will be held on Thursday, January 10, 2019 at 7:00pm**