



# Columbia Heights Athletic Boosters

530 Mill Street N. E. Columbia Heights, MN 55421

## Minutes

### Membership Monthly Meeting Wednesday, September 20, 2017

1. **MEETING CALLED TO ORDER** at 7:10 pm by Jeremy Deel  
Attendance sheet was passed around

2. **SECRETARY'S REPORT:** Ellen Surbrook  
Motion by **Tanya M.**, 2<sup>nd</sup> by **Mark V.** to approve the minutes  
from the August 2017 meeting. Motion carried. All ayes.

3. **TREASURER'S REPORT/GENERAL ACCOUNT:** Karen Schultz  
End of month checking account balance was 20,406.68 as of 8/31/17.  
Account was balanced & reconciled with the Northeast Bank statement.  
Motion by **Roxy S.**, 2<sup>nd</sup> by **Becky H.** to accept & approve the  
Treasurer's report. Motion carried. All ayes.

\*\*\*A copy of the NE Bank Statement is available from the treasurer\*\*\*

4. **CHARITABLE GAMBLING REPORT:** Suzy Vescio

End of month checking balance in our gambling account was: \$6,588.52 as  
of August 31st, 2017, when the account was balanced & reconciled to the  
Northeast Bank statement.

Total normal & allowable expenses for the month of August were \$-  
14,068.67

Lawful Purpose donations were \$-5,123.00.

Net profit was \$1,477.07

\*\*\*See attached "Gambling Report", including 11 electronic payments  
totaling \$ 4,668.44\*\*\*

Motion by **Tanya M.**, 2<sup>nd</sup> **Dave M.** to approve the Gambling report for  
September 2017. Motion carried. All ayes.

Necessary expenses for the month of October 2017 are estimated to be  
\$18,400.00

\*\*\*See attached " Allowable Expense Report" \*\*\*

Motion by **Stephanie A.**, 2<sup>nd</sup> by **Becky H.** to pre-approve necessary  
expenses for the month of October 2017.

Motion carried, all ayes.

**5. Lawful Purpose Donation Requests:** Trevor Major

There were 9 requests, 0 tabled, and 0 denials for the month.

\*\*\*See attached "Lawful Purpose Requests" for September 2017\*\*\*

**6. CARE AND CONCERN REPORT:** Kay Mayer

Jim Plume (retired CHHS teacher & coach) passed away.  
Card sent to Cliff S. (he was in the hospital)

**7. BOOSTERS CORNER:** All

**Old Business:**

- a. Hall of Fame Dinner - Friday, October 13<sup>th</sup> - CHHS Cafeteria. Invitation has been sent/mailed (RSVP to Kay Mayer: 763-574-1017); volunteers needed for the dinner (sign up sheet sent around); Hall of Fame Budget discussed.  
Motion by Karen S., 2<sup>nd</sup> by Tanya M. to set the budget up to \$1,000. All ayes, motion passed.
- b. Suzy - Annual Audit - final documents received and no issues found (Thanks Suzy!!!). Final documents to be submitted to secretary.
- c. Calendars are available to sell!
- d. /23/17 - Fire Department Open House - Booster Food wagon selling Walking Tacos w/water or pop (\$3,00); approx.. 10am-3pm; current volunteers include Alex, Clara, Jeremy, Tanya

**New Business:**

- a. Holiday Kick Off/Taste of Columbia Heights - Friday 11/17/17, 6-9:30pm. Liz Bray asked if the Boosters wanted to have any involvement in this event. Ideas presented by Suzy included donating something to the Silent Auction, setting up a table with give-aways, doing a 50/50 raffle.  
Motion by Suzy V., 2<sup>nd</sup> by Tanya M. to proceed with 50/50 Raffle. All ayes, motion passed.  
  
Volunteers: Becky H. & Ellen S.
- b. Allied Charities Gambling Convention - 11/16-11/18 in St. Cloud. Registration needs to occur before the October Booster meeting. Currently interested parties include Tanya, Clara, Jared, Kevin, Alex, Jeremy, newly hired gambling manager.
- c. Bingo & Meat Raffles start on Saturday's at Sarna's October 7<sup>th</sup>. Looking for a group to work every other Saturday. Approximately 11:45am-3pm.
- d. Gambling Manager's Resignation - Thank you Suzy for years of hard work! Board has had 2 special sessions to determine how to announce the open position, job description, etc. Job will be posted on CHAB website and on our Facebook page. Cover letter and resume will be sent to Trevor Major.

Timeline for application process: 2 weeks. Position closes on Friday 10/6/17.

Interview committee will be established (current Gambling manager, current CEO, incoming CEO, one member at large)

Motion by Alex W., 2<sup>nd</sup> by Kay M. to proceed with above recommendations. All ayes, motion passed.

e. Gambling Oversight Committee

Kevin suggests an addendum be added to the bylaws stating positions to be included in the Gambling Oversight Committee:

Outgoing CEO  
Incoming CEO  
President Elect  
2 members at large

Motion by Becky H., 2<sup>nd</sup> by Clara W. to re-establish this committee with an addendum to previously established action in writing stating positions to be included. All ayes, motion passed.

f. Jared - Tailgating before home football games to support Heights Pride. 5pm, student parking lot - all welcome!

g. New sports posters available to hang in community businesses.

h. Election of New Officers:

Voting was done by paper ballots. Results are as follows:

President Elect: Clara Wolfe  
Secretary: Kevin Gilbertson  
Treasurer: Becky Hanson  
Officers of the Board: Stephanie Alvarez & Tony Rendle

Ballots were shredded following the meeting.

i. Kevin Gilbertson, CEO - Thanked outgoing officers and board members and welcomed new comers.

Meeting adjourned at 8:04 p.m.

Respectfully submitted,

*Ellen Surbrook*

**Columbia Heights Athletic Boosters Club, Inc.**