**IABC Board and Liaisons Meeting**

**Ingraham Library**

**5.9.17**

**Minutes**

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| **7:00-7:05** |  Julie | **Welcome****Attendees:** Lisa White, Lynn Lee, Sue Hauck, Kelly Gade, Jennifer Fallon, Glenn Atwood, Todd Cochrane, Debby Heath, Karen Wilson, Kelli Derrig, Debbie Ulrich, Andrea Iacolucci, Julie McCoy, Josh Montgomery, Margo Kober, Michelle Sorrick, Kara Diane Palmer, Steve Schmidt, Bill Booth, Yvonne York, Tom Donlea |
| **7:05-7:10** | Lisa | **Approval of April Minutes*** **Jen made a motion to approve the April minutes, Margo seconded it, and it passed unanimously**
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|  | Holly | **Financial Report – Holly unable to attend (Report attached)** |
| **7:10-7:15** | Julie/ Jen | **Give Big*** Email went out today; link seems to work
* Julie will ask Mary to send out tomorrow to all-school
* Jen will put it on Rams Fans
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| **7:15-7:30** | Glenn | **Ram Shack Management Motion and Vote (Attached)*** Proposal assumes two co-managers (including Glenn, who is willing to try to recruit another one); default would be volleyball and basketball manage it during their respective seasons
* Each team would have a volunteer to be in charge of Ramshack for that team and get trained
* Each team gets % for shifts they work
* Idea is to “grow the pie” for all sports except football (who have exclusive use and revenue from stadium concession stand)
* Includes a process to make opportunities equitably available, i.e. from outside events, such as Middle School tournaments
* Managers will work with IABC treasurer
* If it turns out that expenses are consistent, we could just set an amount rather than calculating each season by trying to re-inventory at the end of every season (especially fall to winter transition); maybe could be decided by management team
* Managers will train team (parent) volunteers, also clear instructions exist in the Ram Shack
* Rep from each team should attend a training and then serve as team lead and contact for parent volunteers
* Managers will need to calculate what goes back to IABC to cover operational expenses, upkeep, permit, etc
* Glenn will work to find a co-manager by summer, and we can all help find him; could be from any sport
* Glenn will do this instead of selling ads, so we need to find a lead for sponsorship
* **Margo made a motion to approve Glenn’s proposal with one clarification in #8 (to specify that we need two co-managers), “If no co-manager team *of two* volunteers…” , Jen seconded, and it passed unanimously**
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| **7:30-7:45** | Julie for Traci | **Athletic Director Report (emailed and attached)*** Girls Ultimate invited to attend Nationals, but not going due to time constraints
* Spring football starts May 30 for two weeks
* Head basketball coach hired, but no assistant basketball staff hired
* Karen suggested we make sure new coaches get Positive Coaching training, as well as those who didn’t attend previously (maybe even in summer; get schedule out early)
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| **7:45-7:55** | Lisa | **School Start and End Times next year*** Currently proposed 9-3:50 start times, if the district goes to 2-tier buses as offered by City of Seattle
* HS principals are against it, but need to check with Athletic Directors
* Does IHS really have the stadium until 7 pm but is selling some times back to parks to make money?
* Why are HS tied to buses, we use fewer than middle and elementary?
* Now is the time to communicate with the school board about lost class time for sports
* Communicate with FOI
* ***Lisa will draft a letter to school board and sign everyone’s name (attached)***
* Also need to advocate with city to get use of our fields later
* How many hours kids are missing; impacting kids leaving and kids left behind; Lynn will ask Traci for info on missed hours
* Class time and athletics are both important
* School district’s own research states that students who miss more than 10 classes have less success
* Currently have to be off (non-stadium) fields at 5:45 for parks use to start at 6
* **Margo made a motion that Lisa and Julie write letters on behalf of the IABC to the School Board and City Council and Glenn seconded; it passed unanimously**
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| **7:55-8:10** | Julie  | **Ingy Awards (Ingies)/ sports banquet*** May 31 starting at 6:30 or 7 in the auditorium; 90 minute program, ½ hour social
* 325 varsity athletes (too many for tables in the gym)
* Mary, Linda, Julie helping Traci
* Teams roped off in sections in auditorium
* MC will host, awards will be given (3 official awards for each team), plus several different awards (ie tennis for a GPA award)
* Rookie m/f athlete of the year - plaque
* Male/female athlete of the year - plaque
* Survey monkey to determine which team exhibited the most team spirit “it’s a matter of pride”
* Trying to keep it to 1.5 hours
* Considering food, maybe a sundae bar after in the cafeteria (free ice cream donated by dairygold)
* Will get real invitations
* Business casual
* Yuen Lui will staff a photo booth (for $200); could do suggested donations at booth
* Traci is buying varsity letters; players will get an envelope with certificate and letters
* Will give liaisons info to distribute
* Make sure teams without current coach don’t get ignored (basketball, gymnastics)
* Selected students will do awards (m/f from each season)
* Coaches sit with teams but don’t give awards
* Will need to ask IABC for some funding, but not sure how much yet, to help Traci fund plaques, etc
* Letterman’s jacket donated for raffle; cost $235 if people want to order them
* Coaches determine who letters, track and cross country have specific handbooks/ criteria
* Lacrosse and ultimate will letter this year
* ***Liaisons should be helping get coaches to do an end of season party (which is separate from all-school award ceremony)***
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| **8:10-8:20** | Tom | **Weight Room Equipment (information attached)*** Not necessarily a grant from a specific team, as all teams can use
* Ellipticals would be most useful
* New equipment is about $3k each
* School will pay for repairing existing equipment
* Maybe start with asking $8K, outside of the grant cycle, maybe in June after grants are distributed and we know what is left unspent
* We have lots of unencumbered funds at this point
* ***Vote at general meeting***
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| **8:20-8:30** | Debbie | **Grant Process Update and Final Decision re Amount*** 2 grants have been turned in so far; cross country, wrestling, gymnastics, basketball working on it
* Can we get something from softball?
* Requests, reminders went out and info is on website
* Due Friday 5/12
* Meeting is Monday 5/18 at 6:30
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| **8:30-8:40** | Julie | **501c3 / Alliance** * We have filed paperwork with the state and have our own EIN, so we have officially been incorporated! It will take several months to have our own 501c3 number.
* Official name is Ingraham Athletic Booster Club
* The treasurers wants to use Chase, because it’s convenient
* Need to make sure it accepts cash donations, find out what are monthly fees, etc.
* We will need to make some minimal changes to our By-laws to qualify as a 501c3 (possibly decrease number of Directors)
* Keep Alliance account open for awhile
* We have to have our 501c3 number in order to match, so we won’t be able to match with our own account yet, so continue to use Alliance for matching
* Also might need to be vetted on Guide Star to be eligible for matching
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| **8:40-8:55** | Julie/ Tanya | **General Meeting (6/5) Planning*** Tour of concession stand, gym, weight room, with Zack and Antonio, etc
* District people – start end times, city contracts
* Business, financials, elections
* Holly and Jess co-treasurers
* Need a new Co-secretary
* Need to fill Bruce (co-VP for special projects/sponsorships/ external relations), replace graduating liaisons
* Need to clarify the roles needed and consider asking each board member to take something on
* Need someone to Chair breakfast and someone to Chair ad/sponsorship sales; need to figure out details of online sponsorship
* Karen and Glenn agreed to help with brainstorming re sponsorship packages, but need more help
* Sue will follow up with current ad sponsors and ask them to continue next year
* Co –VP to help with website (Pete Gade?)
* ***Lisa will circulate a the list to confirm who wants to return as Directors and/or Liaisons***
* Need to set date for breakfast ASAP so we can announce a Save the Date
* Julia volunteered to help Mary and Linda with Breakfast; Holly was a big help last year, too
* ***Julie will work with Mary to get information in the parent newsletter about open positions/ needs, especially short term help with website, and advertise the meeting***
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| **8:55-9:00** | All | **New Business*** June 13 is Welcome Wagon; Sue, Lynn, Debbie will help sell swag and market IABC
* Jen can’t get Sports Engine to respond to requests for help
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| **9 pm** | All | **Adjourn** |

**Upcoming meeting - 6/5 --  *IABC Annual General Meeting***