

BBHHS Robotics Boosters Executive Board Meeting



12 July 2021 / 12:00 PM / Panera Brecksville

Attendees

Valerie Kerekanich, Jackie Caputo, Scott McCreery, Kim Policarpo, Pam Bowler, Craig Kowatch,

Meeting Minutes

A. Sponsorship and Donation status definitions were discussed and qualified.

1. Sponsorship
 - a. \$500 minimum donation
 - b. Levels of sponsorship:
 - i. Diamond (\$10,000+)
 - ii. Platinum (\$5,000)
 - iii. Gold (\$2,500)
 - iv. Silver (\$1,000)
 - v. Bronze (\$500)
 - c. Company name and logo will appear on the field.
 - d. Company name and logo will be listed on team shirts.
 - e. Company will be recognized at home tournaments.
 - f. Money will be deposited into the school account.
 - g. Checks written to: BBHHS Robotics or BBHHS with Robotics in the memo line.
 - h. Tax Deductible receipt of donation provided by Craig, Ryan or the Committee.
2. Donation
 - a. Monetary gift or donation of product or gift card.
 - b. Donations acknowledged on Robotics Booster's website if associated with a specific fundraiser.
 - c. Money deposited into the Booster account.
 - d. Checks should be written out to: BBHHS Robotics
 - e. Tax Deductible receipt of donation provided by Craig, Ryan or the Committee.
3. Matching Company Donations
 - a. Booster parents will be encouraged to check with their employer regarding matching donations.
 - b. Check to see how often the company matches and how much.
4. Boosters have obtained non-profit status, however not currently listed on Guidestar.

B. Fundraising Events for 2021-2022 Year

1. 24 Days of Giveaways Raffle
 - a. Successful this past year.
 - b. With 45 students in the program could potentially raise \$9,000
 - c. Each team member will be required to sell at least \$200 worth of raffle tickets
 - d. Payments are not allowed to go through PayPal due to Boosters non-profit status
 - e. Will need to find an alternate payment method.
 - f. Committee members needed to replace Tonya and Chris
 - i. Scott is working on setting up a meeting with Tonya to obtain a list of past donors along with contact information.
 - ii. Chris may also have information that needs to be shared with the new committee.
 - g. Each team will be responsible for donating a basket valued at \$100
 - i. Each team member should contribute.
 - ii. Themes are encouraged.
 - iii. Baskets may contain alcohol.
2. Snap Raise
 - a. Outside company that helps raise funds for groups.
 - b. Boosters would retain 80% of the money raised.
 - c. Snap Raise would keep 20% of the money for administrative costs.
 - d. Committee would not be required.
 - e. Minimal work by Boosters.
 - f. How it works:
 - i. Boosters create a highlight or hype video of the program
 - ii. Team members provide 15-20 email addresses to Snap Raise.
 - iii. Snap Raise sends out an email with video and donation request.
3. Amazon Smile
 - a. Tabled for now until Boosters is recognized on the IRS Master Business File.
 - b. Will revisit when it appears.
 - c. May take several months.
4. Possible, future Summer Camp
 - a. Take an example from Milford Camp.
 - b. Use existing equipment, like clawbots.
 - c. Students would volunteer to run camp
 - d. Provide tee shirts.
 - e. Charge \$100 per attendee.
 - f. Raise money and generate excitement for the program.

C. Parent Meet and Greet

1. Hosted by Jackie at her home.
2. Use as a recruitment opportunity to fill open committee spots (as well as have fun and create commorardore).
3. Need to select a date in September.

Action Items

1. On July 21st at 9am Scott, Kim and Jackie will go to Citizens Bank in Brecksville to place Jackie's name on the bank account.
2. A date for the parent meet and greet needs to be selected.
3. Update list of Donors.
4. Update list of Sponsors.
5. Scott to compose an email and send to Booster parents regarding:
 - a. Raffle information and expectations
 - b. Snap Raise information
6. Scott will compose a separate email to be sent out at a later date for corporate donations.

Next Meeting Agenda