

BBHHS Robotics Boosters

Meeting Minutes



24 August 2021 / 6:00 PM / High School Room 027

Attendees

Scott McCreery, Jackie Caputo, Kim Policarpo, Pam Bowler, Craig Kowatch, Valerie Kerekanich, Miko Novakovic, Julie Zukauckas, Debbie Dey, Susan Flis, Jack Molina, Dan Stewart, Beth Marsh, Michele Yeh, Dona Kiner, Emily Olesinski, John Bommarito, MeLissa Bommarito, Amy Pausche, Gus Culotta, Gloria Joseph, Vito Durllesteanu, Diane Novakovic, Ping Liu, Liz Popadiuk

Agenda

President

1. Minutes from 8/10/21 executive committee meeting approved by Jackie and Craig.
2. Booster Website tied into BBHHSteched.com managed by Ryan Goubeaux and Craig Kowatch through the school. Members of the Booster's executive committee will update the booster portion of the website and some of the 2011 Robotics information.
 - a. Bylaws available upon request and will soon be available on the Boosters Website.
3. Introduction to Boosters and Executive Committee.
 - a. Scott McCreery - President
 - b. Jackie Caputo - Vice President- goal, have some fun, raise money and qualify for states and worlds.
 - c. Kim Policarpo- Any financial questions direct to Kim. Amazon smiles up and running
 - d. Pam Bowler - Secretary
 - e. Val Kerekanich - Honorary Officer - First President of Robotics Boosters
4. Team Head Parents for each team
 - a. Point person for the team
 - b. Request for team list with contact information to be distributed to parents.
 - c. Coordinate raffle donations for your team with items valued at \$125 or more.
 - d. Email is the main method of communication for parents.
 - e. Coach K uses Remind for the students and parents are welcome to join the Remind as well.
5. Fundraisers for the beginning of the season
 - a. Car Wash-Sunday, September 26, 2021 from 9:30 am-1:00 pm

- i. A Sign Up genius link will be sent out for volunteers and donations.
 - ii. Students will get to know each other in the process.
 - iii. Need car wash soap, Gus Culotta will donate
 - iv. Lots of towels
 - v. Advertising of the event.
 - 1. Students will distribute fliers at retail locations. Miko and Dom
 - 2. Emily will contact Broadview Heights for digital board
 - 3. Scott will send information to the Gazette
 - b. **24 Days of Giveaways-October-December** - purpose to help fund normal expenses, parts, tournament costs
 - i. Committee chairs needed. Michele Yeh & Beth Marsh have volunteered to serve as co-chairs
 - ii. One parent contact for each team (total 8) to organize team basket
 - 1. Head Parents: 2011A - Scott McCreery, 2011B - Liz Popadiuk, 2011C - Natalia Durlesteanu, 2011D-Diane Novakovic, 2011E - MeLissa Bomarrito, 2011F - Sue Flis, 2011G - Beth Marsh, 2011H - Dan Stewart
 - iii. Need 16 more baskets or prizes (keep value up) - solicit local restaurants and businesses for additional donations
 - 1. Michael Symon's basket by Erika Schnell.
 - 2. Lottery basket by Liz Popadiuk.
 - 3. Look at last year's calendar for ideas.
 - iv. Raffle ticket guidelines
 - 1. Same number cannot be drawn twice.
 - 2. Purchases to run up until December 14th
 - 3. Each team member is expected to sell a minimum of \$200 worth of tickets.
 - v. Discussed possibly lowering the price per ticket to \$10
 - c. Snap!Raise-February-March - purpose is to help fund Worlds trip to Dallas, TX
 - i. Committee members needed.
 - ii. Parents and students create a hype video
 - iii. Students supply 20 emails from friends and family (even your dentist).
6. Swarm Board
- a. Promotes and highlights Robotics to the school body
 - b. Calling on all creative people to decorate the board.
 - c. Access to the right swarm board from Friday 11/12 until 12/2
 - d. Emily Olesinski to lead set up of swarm board
7. Motion to approve revised ByLaws from the 8/10/21 executive committee meeting
- a. Timeline to establish the budget will be July/August so that there is a better understanding of actual expenses for the upcoming season.
 - b. Students Fees should more closely reflect actual costs for the season
 - c. 1st Motion by Jackie Caputo, second by Sue Flis

- d. Vote - majority passed

Article II, Section 5, suggested revision:

The organization shall collect yearly fees **from current students**, the amount to be set by the executive committee and robotics advisor at ~~the spring~~ a budget meeting **early in a new fiscal year**. Such fees are for robotic parts, competition entry fees, operating expenses, advisors' expenses and robotic purchase/repair.

Article VI, Section 2, b, suggested revision:

To prepare and submit to the general association for approval, a budget for the fiscal year. As part of preparing the budget, student fees for the ~~following~~ **current fiscal** year will be established.

Vice President

1. Meet and Greet Details
 - a. ~~September 24th from 6:30-8:30pm~~ - UPDATE: October 3rd from 10:30-12:30, light brunch
 - b. Students and siblings are welcome.
 - c. Kick off the year.

Treasurer

1. Update on financials (no current activity from 7/1-today (8/24) Forwarding bank balance is \$6,859) and budget - viewable upon request
2. Revenue (Projected)
 - a. Bank balance \$6,859
 - b. Car Wash \$1,200 per occurrence
 - c. 50/50 goal is to raise \$1500
 - d. Three tournaments last year did well
 - e. Raffle's goal is to sell \$200 worth of tickets per student.
 - f. Jersey Mikes and Chipotle hope to raise \$250
 - g. Snap Raise fundraiser uncertain the amount of money that will be raised.
 - h. \$70 in miscellaneous donations
 - i. Student club fee \$11,250 with 45 students, projected
 - j. Cash box receipts \$1,200
3. Expenses (Projected)
 - a. Expenses, tournament fees and hotels \$15,735
 - b. Post season tournaments and worlds \$2,500
 - c. Meals at two home tournaments \$500
 - d. Engineering notebooks \$35 per book, 75 books \$2,650
 - e. Office supplies & tech soup discounts, paypal fees, insurance
 - f. Operating expenses

- g. Net revenue \$5,354
 - h. Boosters can decide and vote how to use reserve revenue.
 - i. Question arose about parts costs. Both Boosters and the District will pay for parts.
 - j. Worlds competition in Dallas around \$28,000.
 - i. Activities additional expense
 - ii. Bus cost around \$10,000
 - iii. Hotel cost \$10,000
 - iv. Historically qualify 5 teams
 - v. Dates May 5th, 6th and 7th
 - k. Motion made to approve the budget
 - i. Beth Marsh 1st motion to approve budget
 - ii. Sue Flis second the motion
 - iii. Vote approved by majority
 - l. Cares act emergency funding for STEM programs - suggested to look into
 - i. Grant award, up to \$20,000 available; might be applicable to school districts only
4. Working on getting listed with GuideStar (waiting on the IRS listing our organization on their Master Business File). This will help us with donations and establishing an AmazonSmiles account. Once AmazonSmiles account is established, we will send an email so your shopping can benefit BBHHS Robotics Boosters
 5. Student Robotics Club Fee \$250 payable to BBHHS Robotics Boosters; this is in addition to Participation fee.
 - a. Board had discussion regarding upcoming expenses for travel, lodging and tournament entry fees, etc.
 - b. Past fee has been \$225 per student for three years.
 - c. The past fees will not cover the projected costs for this year.
 - d. Increase fee to \$250 per student, paid directly to robotics boosters.
 - e. Is not associated with the school pay to participate fee. That is a separate fee.
 - f. Pay to participate fee covers transportation, school buses.

Secretary

1. [Encourage all parents to check with employers charitable matching programs. Reach out to your Human Resource department for specific company details.](#)

Advisors

1. Tentative tournament schedule for the 2021-2022 season, available in google classroom.
2. Sponsorship opportunities-Please contact Craig Kowatch or Pam Bowler if you know of any companies that might be willing or able to sponsor the Robotics Team.