

BBHHS Robotics Boosters

Meeting Minutes



13 September 2022 / 6:00 PM / High School Room 027

Attendees

Scott McCreery, Jackie Caputo, Paul Koch, Rachel Jones, Craig Kowatch, Suzana Koch, Beth Marsh, Dawn Williams, Yan Yerace, Beata Stanek, Brian Zukauckas, Melissa Bommarito, Michelle Banks, Michelle Battaglia, Gloria Joseph, Susan Flis, Heather Rakestraw, Karen Patton, Pam Bowler, RJ, Cilia Holocker, Amy Pausche, Dona Kiner, Aimee Lane, Jared Lane, Amber Luptak

Meeting began at 6:10

President

Meeting open with a welcome to all and introduction of board members for this season.

1. **Approval of Minutes** from 8/9/2022 Executive Meeting. Motion by Rachel Jones and second by Amy Pausche, Suzana Koch noted to abstain and all others approve.
2. Parent/Student Contract for the 2022-2023 Season. - Contract provided to members in attendance and reviewed, discussing the goal for families to fully understand the commitment that is expected for the program to meet the needs of the HS Robotics Team.

-Student Club fees are \$400 this year. Both student member and a parent signature are required and should be turned in to Mr. Kowatch or a Board Member.

-December Raffle requirements of \$200 in ticket sales along with contributing toward the prize provided by each individual team discussed. Each individual team will be responsible for putting together a raffle prize worth approximately \$150. A parent from each team will be needed to volunteer to coordinate the prize and will have additional team communication duties.

-Concession donations discussed for the three tournaments being hosted this year, two of which will be our traditional VRC home tournaments. The third will be an IQ tournament which we will not have teams competing in.

3. Fundraisers
 - a. Car Wash September 18, 2022 from 10 a.m - 1 p.m. - Sign Up Genius will be going out to select which time slot team members can help out, either 10:00-11:30 or 11:30-1:00. Additionally, 5-6 parents will be needed for successful car washing and happy customers.
 - b. Chipotle November 2, 2022 from 4 p.m. - 8 p.m.

- c. 24 Days of Giveaways - Jackie Caputo and Beth Marsh will be working on the raffle prizes and donations. Please reach out if you would like to help!
 - d. Bloodview Haunted House - Potential means of fundraising if students are interested in volunteering. In September, Fridays and Saturdays until Midnight and October, Sundays are added until 10:00. Volunteers would be working in concessions and acting in the haunted house, though not in direct contact with attendees. Compensation has not been fully negotiated at this time. Please reach out if you are interested in this opportunity.
 - e. Guardians Game Volunteers - Opportunity for parents and students to work in the shops or sell 50/50 raffle tickets. Volunteers must be fully vaccinated for Covid-19 to be eligible. Rate per volunteer is \$70 for regular season games and \$95 for post-season games to the Boosters program.
 - f. Spiritwear Sale - Beth Marsh is organizing this year's Spirit Wear with Key Profits, located in Brunswick. More information expected later this month.
4. Proposed changes to by-laws
- a. Add Fundraising & Sponsorship to Vice President responsibilities
 - b. Add collecting volunteer hours for 990 reporting to Vice President responsibilities
 - c. Article VI, Section 2 c 4: add verbiage to allow electronic voting on budget changes.
- Changes discussed and motion made by Gloria to approve all changes, Michelle second. All in favor of changes to by-laws.
5. Swarm Board- November 11 - December 1. - Reserved for the team during our home tournament. Mrs. McCreery has volunteered to organize the board, please reach out with any pictures or materials that could be added for the team!

Vice President

1. Work for team sponsorship will be underway, please reach out if you have any leads or ideas that may be useful.
- Amy Pausche raised the idea that larger local companies may give funds to allow their employees to volunteer at our events.
- A reminder that the sponsorship form may be found in Google Classroom for those willing to share it with potential donors.

Treasurer

1. Audit Report from the 2021-2022 Season - Audit completed on 7/20/22 and reporting noted to be accurate. Thank you to Gloria Joseph, Michelle Banks for assisting with the audit.
2. Budget for the 2022-2023 Season - Proposed budget presented to membership by Scott McCreery and discussed line by line noting conservative estimates for revenue.

-Noted that an additional Signature Event has been added in Nashville October 21-22 which will have some effect on the need for fundraising and sponsorship.

-Estimated Worlds cost to be \$49,000 based on last year's experience. Successful fundraising may reduce these costs for families and will be addressed when more is known about the number of teams in attendance.

-Considering Cheddar Up in place of PayPal in order to reduce fees associated with on-line payments and donations.

-Required reserve amount of \$1,500 maintained in the budget according to Booster by-laws. Some reserve in place with the intent of being used for parts as needed..

3. Vote on Budget - Motion made by Beth Marsh and second by Rachel Jones. Suzana Koch noted to abstain, all others approve.

Secretary

1. No report

Advisors

1. Update on the 2022-2023 Season and Tournaments

-An additional Signature Event has been added to the schedule in Nashville, TN October 21-22nd. There will be 4 teams competing.

-October 1st, decisions will be made regarding which 4 teams will be most ready to compete by the Nashville tournament and team members will be notified to assist with planning.

-Engineering Notebooks will be a focus for teams this year. They will be a key for success and the base for a solid interview. Part of team readiness for tournaments will be the notebook. A good route to a Worlds invitation includes a thorough and well put together notebook.

Parents voiced concerns regarding who will be keeping notebooking team members on task. Peer check-ins discussed among teams. Discussion added that teams with successful engineering notebooks don't generally come from the work of one person, but the collaboration of the whole team. Team members are aware of the importance of their engineering notebook as part of competing this year. It was noted that all but two teams had adequate notebooks last year.

-Small group meetings will be in place this year for various roles to gather, for example all drivers or notebookers, to aid in collaboration and troubleshooting between teams and to build strategy.

-REC rubrics for notebooks and interviews have been updated this year in order to avoid some of the issues that have come up in past years. The new rubrics will be added to the Google Classroom.

-New this year - Skills scores obtained prior to the State Tournament will not stand in order to be eligible for a Worlds invitation, scores at States is what will be looked at.

-State Tournament March 1-2 this year is in Akron at John S. Knight. There will be no hotel stay for this tournament.

-Venue in Dallas likely to change for Worlds this year, but no firm details available at this time.

New Business

- Candle fundraiser opportunity discussed to sell small jar candles at \$35 each. Team profit would be 50%. All in attendance felt that \$35 was too high of a price for the candles and would not be a successful fundraiser for our team.

Meeting closed at 7:15pm.

Code for Google Classroom for 2022-2023 - Includes schedule which is fluid due to availability of tournaments and all team documents including tournament itineraries. len7kn6

This QR Code will take you to the Robotics Boosters website:

