



BBHHS Robotics Boosters Meeting Minutes

14 December 2020 / 6:00 PM / Zoom Meeting

Attendees

Valerie Kerekanich, Scott McCreery, Kim Policarpo, Pam Bowler, Craig Kowatch, Ryan Goubeaux
Sue Flis, Jack Molina, MeLissa Bommarito, Michelle Banks, Christine Faron, Dona Kiner, James Brobst, Emily Olesinski, Snehray Merchant, Katy McCreery

President

1. **Approval of Minutes** from 11/18/20 meeting
 - o Scott McCreery, Craig Kowatch, Valerie Kerekanich approved
2. **Liability Insurance:** Confirmed with Chris Coad that liability insurance will be handled through the district and already received confirmation from the insurance agency.
3. **Website:** Added email automation to Membership form. Tested and confirmed.
4. **Raffle Update:**

PayPal	\$4,180
Checks	\$2,790
Cash	\$1,590
Cash Donation Match	\$1,590
Gross Profit	\$11,150
PayPal Fees	-\$148.47
Total Net Profit	\$11,001.53

- o Daily winners have been posted on the Facebook page as well as through group text.

Vice President

2. Parent contact / membership list
 - o Everyone should have the most current version. Corrections are being made. Up to 29 voting members within the Boosters out of 50 parent contacts.
 - o Communication with Booster members will primarily be through email.
3. Working with Casey to create Middle School Parent contact list
 - o Would like to see 8th grade parents become involved. Scott is reaching out to Casey in order to see the best way to reach middle school parents.
 - o Question arose asking what committees are being formed that need chairs.

- i. Home Tournament chair
 - ii. 50/50 Raffle chair
 - iii. Car Wash chair
 - iv. Membership co-chair to work with Vice President
 - v. Sponsorship co-chair to work with Secretary
- 4. Booster's website can be found at: <https://www.bbhhsteched.com/robotics-boosters>. The following information was highlighted in the meeting that can be found on the website:
 - o Membership information
 - o Tournament information
 - o Meeting minutes
- 5. Update on incorporation and next steps toward becoming a 501(c)(3). Special Thank you to **Michele Yeh** for all of her help with this process.
 - o Decided to incorporate Booster's to avoid personal liability in a lawsuit. Officially incorporated as of November 30, 2020. Next step is applying for the 501(c)3.
 - o Budget approval is essential in this process.
 - o Thank you Michele Yeh for continuing to help with this process.

Treasurer

1. [Quickbooks](#) update
 - o Reviewed statement of activity line by line.
2. Budget [presentation](#) and Booster membership approval
 - o Members approving budget: Valerie Kerekanich motioned to approve budget. First approval by Emily Olesinski. Second approval by Craig Kowatch. Third approval by Scott McCreery.
 - o Voting members in virtual attendance: Scott McCreery, Kim Policarpo, Pam Bowler, Craig Kowatch, Ryan Goubeaux, Sue Flis, Jack Molina, MeLissa Bommarito, Michelle Banks, Christine Faron, Dona Kiner, Emily Olesinski, Snehranj Merchant, Katy McCreery.
 - o Question was raised by a Booster member asking why only fundraising dollars go into the Boosters account while sponsorship still goes through the High School. This process will remain the same until the Boosters establish 501(c)(3) status.
 - o The cash purchases for the calendar raffle were deposited in the High School's account in order to claim nonprofit status and receive the matching donation. This accounts for the difference between the amount of money raised through the raffle of \$11,001.53 and the amount reported on the budget of \$6,970.00. All cash donations will also continue to go through the school district in order to obtain the double match.
 - o A single deposit was made to establish the Boosters bank account - this was for Sponsorship
 - o Dinner and play fundraiser will be tabled until next year due to COVID.
 - o Another question arose regarding the difference between the projected total tournament expense of \$27,350 and the student fees of \$21,500 (32 participants @

\$671.87 each). The difference of \$5,850 is the actual tournament entry fee for Worlds if six teams qualify. This amount will be covered by the boosters.

- 5 year projections for 501(c)(3) applications is Revenue/Expenses of \$31,000 per year
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- 3. Treasurer Forms - available on website and google drive - Cash/check collection and Check Request. [Robotics Boosters Documents](#)
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- 4. Bonding Insurance - per Chris Coad on 12/9/20 we need to obtain bonding insurance to cover our operating budget plus any surplus in our bank accounts
R.V Nuccio & Associates (RVNA) 800-364-2433: Bonding limit \$50k = \$122/year
State Farm agent Scott Gehring in Brecksville 440-717-0070
Call into Love Insurance in Woodmere - they carry the district's liability insurance
- **The President and Treasurer will further investigate details. May only need a \$10,000 limit costing \$83 per year through RVNA, an online only option.**

Secretary

1. Corporate Sponsorship
 - a. Funds received from the following companies: Safran, Cleveland Screw Products, Zedd Com, Amped Creative
 - b. Microsoft is unable to provide sponsorship at this time.
 - c. Reached out to the following companies. Waiting for a response.

Avvenire Solutions
B.A. Sweetie Candy Company
BDI
Caruso's Coffee
Curtiss-Wright Valve Group
Eaton Investor Relations
Fosber America
Ganley Management Company
Goodyear Tire and Rubber Company
Hyland Global Headquarters
Kiwanis Club of Brecksville
Lubrizol
Ohio CAT Construction Equipment
Orlando Baking Company
Russell Realty Company
Software Answers/Progress Book

Sullivan Orthodontics

- Coach confirmed that the Fosber America donation was received.
- Emily Olesinski will reach out to her contacts at Curtiss Wright to follow up on donation status.
- Jack Molina will reach out to his contact Michael Whitehead at Lincoln Electric.

Advisors

1. North Union Tournament Recap - Craig Kowatch
 - All about improvement. Time to rebuild bots and be ready next time for competition.
2. Elyria League update - Craig Kowatch
 - Live feed for the tournament will be sent out via Remind. No food at the tournament. 6 skills run, 3v3 driver match. May only get in a couple of matches. Coaches will make arrangements for food.
 - Coach provided superintendent and principal pictures of the North Union competition to show how COVID protocols are being followed in the league. This will hopefully provide confidence to approve for future competitions.
 - The district is considering pausing activities through MLK.
 - Will find out January 1st if there are any alterations for robotics competitions. In particular, whether the team can compete at the January 9th tournament in Elyria.
 - District will look at COVID numbers, whether they plateau or increase, to determine how to move forward.
3. Kalahari - Craig Kowatch
 - Moving forward as planned.
 - A form will go out through Remind that parents need to complete.
 - Superintendent and Principal wanted to offer students an opportunity to have their own bed. Additional charge of \$184 per student (\$97 per night).
 - Students will be in a 12 person suite

New Business

- February 20th planned High School tournament. Could be a combination tourney. (Craig K)
 - Combined BBH Middle School and High School tournament February 19th and 20th. Middle School competition on Friday. The High School on Saturday.
 - President will create a SUG.
 - Food and beverage donations have been stored and locked up in the robotics room.
 - Will take inventory of items, evaluate and request additional donations if needed.
 - Tonya to reach out to contacts for lunch options.
- Hoping postponed November tournament will be in January. (Craig K)
 - No tournament in January.
- State Tournament

- State tournament March 6th and 7th, Friday and Saturday in Marion, Ohio.
- No live stream coverage.
- Because the number of teams are down, competition will be in one location. Last year 84 teams, this year 50 teams.

Notes

- Remind - text @MrKowat to 81010
- Vex app was not working at the North Union tournament. Use Robotevents.com
- Discussed creating new jackets for the students who have outgrown their jackets.
- Craig used the tee shirt maker to create a “demo” shirt.

Action Items

1. President and Treasurer to confirm bonding insurance.
2. Members, Jack and Emily to assist with sponsorships.
3. Tonya to reach out to contacts for BBH tournament lunches.
4. President to create SUG for BBH tournament.

Next Meeting Agenda