

# JBHS CHEER BOOSTER CLUB

## MEETING MINUTES

Monday, April 23, 2018 at 6:30pm

Bowie Choir Room

**Type of Meeting:** State of the 2018-2019 Proposed Financial Needs

**Meeting Facilitator:** Executive Board President, Stacey Young

**Invitees:** JBHS Cheer Booster Club Members, Coach Roggemann, Principal Robinson, Susan Leos

Meeting came to order at 6:39 pm

### Welcome and Introductions - Stacey Young

- Agenda provided included information on bylaws voting and the revised proposed financial needs
  - Several items were added to the budget including: \$1,500 for memory books; \$2,000 for senior scholarships; and increased the social event budget from \$3,000 to \$6,000.
- Announcement - those present at the time of the vote will be counted; simple majority needed; one vote per membership

### Overview of Governing Policies for 501(c)(3) within Austin Independent School District

- Principal Robinson provided a presentation describing the GE Local rules and policies applicable to the JBHS Cheer Booster Club and District policies, as well as some applicable UIL rules
  - Mr. Robinson reiterated that he greatly appreciates all the booster members
  - He was asked to attend the last meeting; he listened; responded to some questions; and for some questions he did not have all the answers, so he came back to address those questions
  - Purpose of the presentation is to get everyone on the same page
- Presentation Highlights
  - Purpose of Booster Clubs
  - District Philosophy and Objectives
  - UIL and Other similar associations - must follow some district policies; also follow some UIL as well as GE Local; cheer is not exactly UIL
  - Board Policy - booster organization must abide by UIL guidelines
  - JBHS Cheer Booster Club exists to support the sport of cheer; cannot earmark donations
  - GE Regulations interpret the policy
  - One of the goals is to increase the size of the program (e.g., add a freshman program)
  - Budget is developed to support the goals and fundraising is implemented to support the budget
  - Coach is the intersection between the boosters, the school, and the district
  - The Coach must receive approval of the budget by the school administration prior to submitting it to the boosters
  - UIL requires an administrative representative with approval authority, Ms. Leos is assigned to that role for the JBHS Cheer Booster Club; her role also includes oversight to make sure clubs follow the rules
  - At the end of the day, the campus administration makes decisions relating to the program as it is run as part of the school
  - Example: PTSA "Build up Bowie" asked the librarian, "what do you need?", the librarian provided that information and the PTSA began a fundraising campaign to achieve those goals

*Question/Comment from Member:* We are not sure how UIL and 501(c)(3) both apply to JBHS Cheer Booster Club. We seem to be combining the two. UIL does not allow for us to pay for coaching but 501(c)(3) does; whereas the district/coach is telling us how to spend the funds. The amount the club is being asked to pay for coaching has gotten out of control. Booster club is paying 94% of coaching costs. Cheerleaders are only getting 25% back for their use. There seems to be an inequity. Some folks did not sign up for the program due to the high costs.

*Answer:* Appreciate the perspective. This falls under Board policy. Specifics of how the funds are spent is where we are getting bogged down.

*Question/Comment from Member:* Where did the budget come from?

# JBHS CHEER BOOSTER CLUB

## MEETING MINUTES

Monday, April 23, 2018 at 6:30pm

Bowie Choir Room

*Answer:* Coach developed the budget by taking last year's expenses and rolling it forward. The Executive Board reviews the budget and brings it to the membership for approval. Last year's board sat down and went over the budget and shared it with Coach Roggemann. Coach Roggemann looked at actual expenses for the year and proposed needs for the funds. The Executive Board develops the budget in consultation with the Coach.

### *Discussion*

- ❖ Private benefit clause does not apply here because the Coach is not a direct benefactor of the funds. The funds are given to the school district to disperse. The Coach provides a majority of her work during summer.
- ❖ Consulting coaching fees - reviewed by Ms. Leos; checked with other programs to determine if the estimated fees were in line with other organizations and found that they were very similar.
- ❖ Expenses per participating cheerleader is less now because we have added a number of cheerleaders to the program and because fundraising has not increased at the same rate.
- ❖ Funds for coaching have risen from \$22K to \$46K in just a few years.
- ❖ Needs of the program have changed to fund what the program now needs.

*Question/Comment from Member:* Why is there not more transparency as to how the funds will be used? The budget for coaching expenses and a few miscellaneous items requested by the coach is just one large lump sum number. How do we know what we are paying for?

*Answer:* When the budget is so specific then it makes it difficult to manage, modify, adjust to unexpected changes. If we get so specific, then when we can't meet the metrics, we would be in a very difficult situation. What would that process look like?

*Question/Comment from Member:* We still want to see the details; are you willing to show the details of the coach's expenses? We have heard all kinds of rumors and are concerned about the reasonable use of the funds. We hear that the coaching fees could be up to \$100/hour.

*Answer:* We don't pay hourly. We put together a contract that outlines the work needed and agree to a total amount under the contract. Check is written to AISD finance and does not go to the Bowie Cheer Account (coach's account).

*Question/Comment from Member:* We would like to see a line item break-out of the \$45K; as it is, it looks like a giant slush fund. There is no detail given as to how those funds will be used. It is our responsibility as members who approve the budget to know how those donated funds will be used.

*Answer:* The Coach has been honest from day one; there are several options currently being worked out; Option A (preferred) is to find another coach like Amie who can be paid through the school and get an additional amount for additional work; Option B is to continue to hire consulting coaches which can get more expensive because those folks need to be paid more in a consulting capacity. We don't have an answer yet, we are still trying to find an employee to fill that need. At that point we will re-visit the budget again in the fall.

*Question/Comment from Member:* Are we going to be given the details? What would be wrong with divulging this information? School salaries are public record.

*Answer:* We are trying to consider what is reasonable and feasible to do in this highly unusual situation. This booster club is affiliated with Bowie Cheer; the coach is employed to run the program; the coach has accountability to the principal; there should be some trust in supporting the goals of the program.

*Question/Comment from Member:* We see this program as a partnership but at this point it doesn't feel like it.

*Answer:* We have controls to ensure funds are appropriately used; audits are done by the district.

*Response:* We have no confidence that the type of scrutiny through an audit would identify the issues we are concerned about here.

**JBHS CHEER BOOSTER CLUB**  
MEETING MINUTES  
Monday, April 23, 2018 at 6:30pm  
Bowie Choir Room

*Question/Comment from Member:* What was spent last year on coaching?.

*Answer:* The amount of funds spent on coaching last year was \$5K less than the proposed budget this year; however, the amount budgeted last year was \$10K less than the amount spent on coaching; so this year's budget is \$15K more for coaching. Our experience last year was that we did not have enough coaching as we needed. The number of coaching hours for the next year will be greater than in the past.

*Question/Comment from Member:* Why can't we see the estimates?

*Answer:* We don't know if it will be Option A, B, C, or D. The coach can't interview candidates for positions and then turn them down, so haven't worked out all the negotiations. The coach asked 7 different coaches about their estimated costs for the work and they estimated \$20K per team as a non-teacher; this represents a "worst-case" estimate and we are not proposing to spend that kind of money per team. Austin has a very small pool of people who are willing to coach. We are committed to funding at the reasonable amount to match the bottom line. If we put the line items on it, they will definitely change.

*Question/Comment from Member:* If we pay the \$500 for the fair share before the end of the summer, when we might revisit the budget, it would be too late to get those expenses paid for in the budget because there are no refunds. Could we delay payment for the second part of the UCA camp until after summer? We could use the roll-over for the UCA Camp expenses.

*Answer:* Discussion ensued relating to the availability of those funds and the needs for those funds during the summer

*Question/Comment from Member:* We should grow all areas of the program, not just the teams.

*Answer:* It is a progressional thing; we are not there yet; it takes investment from everyone; we are very invested in this program; could have gone down to two uniforms but the kids would have been upset.

*Question/Comment from Member:* What is the purpose of our conversation today? Are the allocation of funds done by the booster club? If the club said 70% to imperatives and 30% to other expenses then that should occur.

*Answer:* When we met last time we heard the members say they wanted to have memory books, social events, and scholarships added back in, so we did that.

*Question/Comment from Member:* Staffing should not fall on the booster club, it should fall on the school. The club should financially support the parents; where 50-60% of the expenses (for outfits, competitions, etc) are paid by the booster club.

*Answer:* The program needs more coaching.

*Question/Comment from Member:* What are we doing with the \$25K roll-over funds? What are the options we could do with these funds? We should deduct some of the expenses from the roll-over from our budget. How do we reconcile this? Could we use these funds for the second payment to cover the Fair Share?

**Discussion:**

Is income already coming in to the budget from Kiddie Camp? Yes, now that we are using Yapcity, we are getting funds in advance of the camp, unlike previous years. When we have a better understanding of the budget needs, then we could consider this. We are trying to listen and find a way to make this work. In September / October, we can re-visit the budget. We can possibly cover the \$50 for one competition. Will know more about coaching and fundraising in September. We could consider a half year budget now and half year later. Basically, have an operating budget through summer; don't have all the details; once we have more

**JBHS CHEER BOOSTER CLUB**  
MEETING MINUTES  
Monday, April 23, 2018 at 6:30pm  
Bowie Choir Room

information on the \$45K, then can set the budget. There will be movement in costs and expenses. What do we need through September? Vote on it later, when we have more information.

In FY17-18, imperative costs were \$29,656 (did not include mats/freshman coach/misc. expense items) and 11K.

*Question/Comment from Member:* What insurance is carried by the district? Do we have D&O Insurance?

*Answer:* We will have to investigate the specifics of the insurance.

*Discussion:*

The roll-over amount is \$24,984.59, and we will look at that to use it for the second payment for UCA Camp and the other competition registration amount. The Littles/Bigs t-shirts will need to be paid by members.

At this time we are tabling the budget. The Executive Board will meet to revise the budget.

*Question/Comment from Member:* Freshman parents are not aware of what is occurring. Is there some way we can communicate to them about the importance of attending these meetings? It sounds like we are talking about whether to fund certain teams.

*Answer:* We are not considering changing any program aspects.

*Question/Comment from Member:* Healthy to have this talk. We want our girls to have fun and we all want to help.

Meeting adjourned at 8:17pm