

**Santa Cruz High School**  
**Cardinal Club Athletic Boosters**  
**October 23rd, 2019**  
**Minutes**

- I. Attendance** - The following were present meeting: Pamela Comstock, Heather Babcock, Gina Hiley, Brent Dunton, Monica Terrazas, Eric Redding, Monica Caltabiano, Kristin Yarbrough, Rishi Lal
- II. Approval of September minutes** - Brent Dunton approved, Heather Babcock second them.
- III. Membership Report: (Christine)** 6 new memberships, total 60 memberships
- IV. Treasurer's Report: (Heather)** Snack Shack generated \$11,000.00. All bills have been paid, nothing outstanding. Cash account has \$51,000.00. Christine Cohen reimbursed \$269.66 for laminating membership cards. Heather Babcock reimbursed \$17.48 for laminating informational cards that explain how to join cardinal club. Don Locatelli reimbursed for purchasing snack shack food. New expenditure form created with the need of two signatures. Outgoing President, Stephen Taylor needs to be removed from the signature card and the incoming President, Pamela Comstock, the Vice President, Brent Dunton and Secretary, Monica Terrazas need to be added to the signature card at Santa Cruz County Bank.
- V. Athletic Director's Report: (Erik)** Accounting details will be emailed when Jeannie is back.
- VI. Team Requests :(Coaches)** The process is as follows: 1) Cardinal club request form is filled out which can be found online and in front of Erik's office. 2) Individual asking needs to have 2 quotes from 2 different vendors. 3) Eric will review request with individual and determine if it is appropriate. 4) If approved by Eric individual presents request to Cardinal Club. Email sent out October 23rd to all coaches explaining how to make requests. It was suggested that coaches should be emailed at the end of school year asking them what they will need for the following year. The following provided cell numbers to be reached with any questions.

Eric cell - 831-251-3618

Rishi cell - 831-428-6354

**VII.Snack Shack Report: (Steve)** Snack Shack need to know if there are any outside vendors and/or students selling at home games. Explore the possibility of students helping at the snack shack.

### **VIII.Old Business:**

- **E-mail communication service (Krisitn)** PTA willing to split constant contact cost (CC portion \$294) with cardinal club - approved by Pamela Comstock and second by Gina Hiley
- **Website (Gina)** New name "SCHS Cardinal Club Athletic Booster" Will need to look at new provider in the future instead of GoDaddy. Gina to look at new one and reach out to Joan Lintz-Thompson to help with website
- **Open positions** – Fundraising Events Coordinator and Social Media Coordinator
- **Snack Shack Volunteers** – Will present the need for this and other positions when Cardinal Club representatives attend all initial team meetings.

### **IX.New Business**

- **Fees at events** - current fees charged at gate have brought in \$1000.00. Monica Caltabiano will hold position of Gate Fee Coordinator and will coordinate with the Athletic Director.
- **Cardinal Club communications at team parent meetings** - Monica Caltabiano and Kristin Yarbrough to represent Cardinal club and let parents know of club and open positions.
- **Fundraising Event** – Calamari Feed potentially in March (Sal reports raising 6-7 thousand dollars). Brent Dunton to help with organizing this.
- **Bylaws review** By laws can be changed and modified with the new incoming group. National Booster Association might be able to help. Subcommittee Pamela Comstock, Heather, Babcock Rishi Lal, and Monica Terrazas

to consider revisions to be brought to the next meeting for discussion.

- **Branding** –website needs to be changed to Cardinal Club Athletic Booster

**Meeting adjourned at 7:18pm**

**Next Meeting December 4th at 6pm**