

CSB General Meeting – 11/14/19

I. Call to Order - Nicole McCabe @ 7:05

a. CSB Board Members introduced: Sherry Simon, Kate Conchuratt, Jennifer Shinyeda, Michele Dexter, Erin Northrup, Nicole McCabe, Lisa Knox

b. Announcement of board member Heather Sneddon resignation, leaving a board position open

c. CUSD Advisors introduced Leo Schlueter/Sean Rustad

II. Approval of August 20th, 2019 General Board Meeting minutes

i. Motion to approve by Sherry Simon, seconded by Jennifer Shinyeda, approved unanimously

III. Financial Matters

a. Lisa Knox presented the finances – see attached Budget vs. Actual report

b. Excited to announce we received a penalty abatement for the \$15k tax liability

c. Tax Return 2018-2019 school year – group templates are being reviewed – an extension has been filed hence avoiding penalty issues. Extends our due date to May 15, 2020. It was advised that groups keep watching their emails to ensure that any questions on filings can be addressed as they arise. Some of the templates have just been filled out incorrectly.

d. Form 1099's – we are required to send these out for vendors, etc., we are relying on groups to send us this information. This information can come from the W-9 that groups should be getting from each vendor. Lisa Knox will be sending a 1099 template in December for use in completing this requirement.

IV. New Business

a. EXPO 2020 – feedback indicated a need to have an additional EXPO so that you can plan out your events in advance. Sign up is now online. Free to member groups. Vendors and training will be offered. It was suggested that member groups invite their student groups to the EXPO to learn about fundraising ideas, etc.

b. Training - 9 different “pods” for training –6 HS, 1 Jr. High and 2 Elementary. Dates, times, etc., will be sent out next week. First topic of discussion will be school finance and the different funding that is available. Other topics will include budgeting, officer training, officer transition, etc. The goal is to meet your needs better! Suggestion was made to video tape the training and post on website... Include power points for sure. Also include FAQ’s that can benefit all.

c. Liaison Program – Kicks off next week! Each board member has been assigned to a specific school or schools to improve communication.

d. Facebook page – encourage member groups to “like” the page as we will post tips, etc., to assist your member groups to be more successful.

e. 5 New Boosters have come on board since our last meeting: PHS Unified Sports; HHS Unified Sports; HHS Wrestling; PHS Theater; HHS Orchestra. Welcome!

V. Old Business – none at this time

VI. Member Input - questions regarding trips and what type of money boosters can collect. If a fee is “required” (hotel rooms, flights, etc.) then no, a booster cannot collect money for that.

The groups need to work with the principal who will eventually need to have CUSD Board approval for said fees. A large

discussion was had regarding travel fees and how those funds can be used...

i. Donation receipts – concerned about tracking those receipts – okay to create a receipt as long as it states that no goods or services were exchanged and the CSB tax ID number needs to be stated.

VII. Kate Conchuratt moved to adjourn, Jennifer Shinyeda seconded the motion. Meeting was adjourned at 7:52 PM.