

## WHS Hornets Baseball Booster Meeting

April 15, 2024 – 8:30 pm HS Cafeteria

### Treasurer Report

#### General updates:

- Electronic invoices are now stable (invoice design, the technical stuff like mass uploads, refunding, etc).
  - Lessons learned: lock in value of items in player fee, always try to stay neutral or cost reduction on fees, add multiple e-mails or as many as we have for a player.
  - As of 04/10/24, 14 invoices still to be paid, due date set as 04/19
- Zettle deployed and had 12 people attend “training”
  - Lessons learned: make sure chip read and tap are enabled. Make sure directions are clear (included here)
  - Tap and chip reads successfully went through as well as several cash records on game 1.
- Bid process for BP shirts and camp shirts has lead, thus far, to product being delivered on time, at a desirable rate and secured in kind donations. Suggesting all vendor usage goes through bid process next year.
- BASF donation match submitted via CyberGrant, status as of 04/10;
  - 289621949 // Palmer, Marion//01/26/2024 submitted//This contribution has been verified by the non-profit but not yet approved/rejected. Estimated to be paid in June.
- Still working with 3<sup>rd</sup> party, for WIX, discount team on the February board approved Wix tier upgrade. Reason being is I have submitted for a nonprofit discount via TechSoup and I’m working through their very delayed responses
- Payment option in Venmo is disabled for charity profiles. We do get a break on “donations” so we can receive money. Ways around this include debit, check, PayPal, or Cashapp for vendor payments.
- Provided to K. Johnson account summaries dating back to August ‘23 and up to date, March ‘24, per boosters by law.
- Reworked gaming license focus will be on items 5, 7-10 on required documentation list.
  - Circled back to Jeff J and found that he had 2021, ‘22 financial summaries in his archive, a huge get as it helped craft a portion of the response which is the Finance Summary.
  - Spoke w/Steve Kersten about footballs management of Millionaire. He strongly suggested isolating any funds gained from the work in its own account and to pay vendors and to avoid paying

non LLC or individuals. This was a lesson learned by that program who was audited in the years (2) following getting the license.

**Financial flags:**

- Carrying accruals from month to month. Need to close these down in coming months.
- Great job on donations and sponsorships, far outperforming 24 budget assumptions
  - Chart doesn't include all of player fees, vertical raise, yeti raffle, spring break shirt amount, Studio Shop Spirit donation
  - As of 04/10 we have only 11 registrations for youth camp.
    - Need to close camp on 04/20 to allow for ample time for shirt creation.
    - Went 1 sided with shirt, so \$13 is price from Wooden Cricket.
      - Too many logos, we may think of next year making shirts with Willy logo on front and as equally as big our Grand Slam sponsors, maybe a message saying "proud supporter of Williamston Baseball" and get them 2 to 4 shirts. Would be nice to really celebrate those sponsors with first pitches and a gift bag of sorts. I think small investment this helps establishes a much easier renewal process.
      - Then on camp shirts will collect all home run sponsors and put them on there
    - Need reminders sent on camps.

**Current finances:**

- Balance
  - \$1,7049.86 as of 04/10/24
  - \$14,683.14 as of 03/13/24
- Recent Debits
  - April
    - Gordons Food Service/ Concessions -\$368.47
    - Mugg Bopp (LP tank renewal for concessions grill) / Concessions -\$21.19
    - Amazon (7 evoshield helmets) / Equipment -\$354.70
    - Concessions seed money (account withdrawal of case for cash box to make change) / Concessions -\$100.00
    - Ump fees (Cobb and Painter, scrimmage vs Lansing Christian) / Expense -\$100.00
    - Player Banners Natosha Cribbs Studio via PayPal elec funds, used \$1,592.22 balance to pay/ Players - \$1,520.00

- Amazon (grill brush replacement and Keurig replacement) Expense -\$79.88
  - March
    - ATX Turf / Field Improvements -\$2,265.45
- Accruals
  - \$903.33 coaching jackets, back2back shirts
    - BSN order placed on school account.
    - 3/7/24 P. Paulsen confirmed invoice not received, delayed due to embroidery on jackets 02/08/24
  - \$898.80 Competition baseballs (BSN) coaching jackets, back2back shirts
    - BSN order placed on school account.
    - TBD amount to be covered by school
  - \$1,546.00 Merritt Press Sponsor Banners
    - Sponsors
  - \$655.16 Varsity jerseys @ 34.50 a piece
    - Uniforms
  - \$471.96 Basketball concessions
    - Working with Julie Pfeifle (bball treasurer), partner at tax firm so she will be reaching out later this month to sort out payment
    - Expense

Donation	\$5,786.60
Sponsors	\$8,351.29
Merchandise Sales	\$0.00
Fundraising	\$1,461.36
Grants	\$0.00
Player Fees	\$1,578.02
Summer Camp	\$0.00
Concessions	-\$475.46

**April Forecast:**

- \$20,900 (this could be an aggressive forecast, assuming credits hit in April).
  - Is there any concerns with this approach and figure?
  - Debits:
    - Accruals
  - Credits:
    - Players fees approx. \$1,005, \$200.00 spring break shirt, camp \$2040 (60 kids, \$50 per kid, \$13 per shirt, \$3 lunch, net \$34), vert raise \$6,500
- Long term we will have food/sr night and coaches pay as larger expenses that hit in May. Is this correct?