

Matthew Halton Booster Club

Meeting Minutes

October 19, 2009

Present: Kim Jorgenson, Richard Brown, Joanne Cyr, Randy Whitehead, Chris Marten (at 4:45 p.m.) and Nora Manners

Call to order: Meeting called to order by Kim at 4:10 p.m.

Old Business:

Review Action Items

Action items from the previous meeting were reviewed. All action items were completed as outlined except those noted in the minutes below as **Action In Progress**. These are outstanding items that have either not been acted upon, are in progress, or were not reported on at this meeting.

1. Financial Records

Action in Progress (1 Oct 7): Richard will talk to Susan about doing a review of bussing costs; Nora and Randy (?) also to participate.

2. Halloween Howler

a. **Dinner / Concession**

- **Action:** Chris will purchase cups in Lethbridge.
- Kathy Brown has purchased Halloween decorations including table cloths and some centerpiece decorations that we can raffle off. Kathy and Sue Milligan will be coming over to help set up/decorate.
- **Action in Progress (2a Sep28):** ?? will print meal vouchers for student volunteers.

b. **Raffle**

- Grads will be returning tickets at meeting tomorrow. **Action:** After tickets have been returned, Chris will go over list and find out who has unsold tickets and will get the names to Joanne so she can do reminder calls.
- We need to purchase the raffle prizes and make up some sort of certificate for the winners. **Action:** Chris will write out the cheques for purchasing the raffle prizes. ?? Will purchase the prizes.

c. **Haunted House**

- Discussed ways to decrease the long waits in the lineup (up to 2 hours last year). Suggested selling numbered tickets and calling people in groups when they are "on-deck". This would also leave more people in the gym. **Action:** Randy will discuss the idea of selling numbered tickets for the Haunted House with Greg Freer.

d. **Talent Show/Entertainment**

- **Action in progress (2d Sept 28):** Duane will try to come up with some ideas [re adding "atmosphere" to the gym].
- **Action in progress (2d Sept 28):** Duane will plan a "Guess How they Died" game.
- Stu is not able to DJ, but will put together a CD of mood/party music for us.
- Only two singing acts signed up for the talent show so far.

e. **Kids Games**

- Discussed difficulty with double tickets (one for draw) for kids games last year – took longer to sell and difficult for kids to figure out what to do with them. Decided to go with single tickets and no draw. Just spend more on candy etc and maybe put a kid item in the bucket draws.
- Games so far include hockey shootout, ring toss, mini golf, basketball shoot, donut eating, bowling, darts, horseshoes. Kids are looking at setting up a table for coloring and face painting. **Motion** by Nora that Randy can spend a maximum of \$100 for supplies for games. **Seconded** by Joanne. **Carried.**

- f. **Silent Auction & Bucket Draws**
 - We don't have very many items yet. **Action:** Richard will email parents again announcing event and asking for donations. **Action:** We will tally up items next Monday and decide if follow-up calls are required.
 - We will need to do up the bidding sheets for items. **Action:** Richard will find the template from last year and update it. **Action:** Kim, Nora and whoever else is available will meet on October 29th at 4:00 pm to fill in the bid sheets and sort out bucket draw items.
 - Discussed better control for silent auction items after the bids have been closed. Will try numbering items this year so it is clear which item a person has won the bidding on (number will be on the item and on the bid sheet). Maybe also to set up tables so that items will all be located behind the payment desk.
- g. **Live Auction**
 - Firewood is on its way; Randy hasn't heard back yet about the Hurricanes Jersey.
 - **Action in progress (2g Oct 7):** Chris will ask Justin Keeley if he can be the auctioneer for the live auction.
 - Chris noted that we should also fill in information sheets for the live auction items to record selling price, who bought the item etc (can use the silent auction bid sheets).
- h. **Advertising**
 - Advertisement went in today for this weeks paper.
- i. **Set Up & Volunteers**
 - We need volunteers for set up, ticket sales, kitchen duties, Hawks Nest supervision, and cleanup. **Action:** We will ask at the school council meeting tonight and Richard will email parents asking for volunteers.

3. MHBC Bylaws

The changes/additions to the bylaws have been sent in, we are waiting to hear back.

4. Purpose Statement/Objectives

Action in progress (4a Oct 7): Nora will talk to Consumer and Corporate Affairs and Gaming to confirm procedure for changes and to ensure there will be no unforeseen consequences of changing our objects. **Action in progress (4a Oct 7):** Nora will also update our list of executives and Society address at the same time.

5. New Business

Casino: The Casino went well. Only one volunteer was a no show and we managed to get a replacement. Volunteers who worked the late shift and stayed overnight will be reimbursed for their hotel rooms. Also discussed mileage and decided to payout at the school rate of \$.54/km. **Action:** Nora will make up a travel claim form and send it to casino volunteers advising them that they are eligible to make a mileage claim.

NEXT MEETING: October 26, 2009 at 4:00 p.m.

Meeting adjourned at 5:10 p.m.