



1120 Harvard Way, El Dorado Hills CA 95762 (916) 933-6980

Oak Ridge Sports Boosters BOD Meeting 2022 1018 Minutes

Attendance:

X Bill Wagner, President
Mary Ellen Towne, Secretary
Krista Crookham, Treasure
X Heather Sikes, Check Writing
X Terri Young, Bookkeeper
X Margaret Crannell, Team Reports
Grace Cha, e-Transactions
x Andrea Gregor, Bank Deposits
X Val Yergensen, All-Sports Pass

1) Board member 1st semester team re-distribution from General Fund (\$500 per board member) - \$4500.00 - vote to approve. Please confirm your redistribution affiliations.

Bill Wagner, President - Wrestling
Mary Ellen Towne, Secretary - Women's Volleyball
Krista Crookham, Treasure - Women's Tennis
Heather Sikes, Check Writing - Women's Tennis
Terri Young, Bookkeeper - Women's Lacrosse
Andrea Gregor, Bank Deposits - Women's Lacrosse
Grace Cha, e-transactions - Cheer & Stunt
Val Yergensen, All Sports Pass - Women's Basketball
Margaret Crannell, Reports Distribution - Women's Basketball

Vote: Bill - motion, Terri - second, approved by vote

2) Succession Planning / New Volunteer Opportunities

- 2023 / 2022 Board Position Openings
- Treasure / 2nd signer
- President

Proposed New Jobs

- Square Device administration
- Website / Fundraiser administration
- PTC bookkeeping

3) Next Meeting - 2nd week of January - Tuesday January 10th @ 10am

Note: Winter sports night - Nov 7 (Monday) 6pm. Send out note ahead of time asking for volunteers to help with All-Sports pass purchase

Tax ID #94-2783765

4) Business Process Issues / questions / other - open discussion

- Amber is leaving - successor - (gift \$50) - Mary Ellen

- will need to provide reorientation regarding ORSB to Amber's replacement - overview and in general, Bill & Mary Ellen to take lead, then use as opportunity for each board member to stop by office to introduce themselves and coordinate their respective ORSB job with AD office operations.

5) Approved August Meeting Minutes as presented.

6) President's Report

- financial

Current General Fund balance \$23,276.52

All Sports Pass Income ~ \$22,200 to date (\$44,720 budget projection)

(Gold Card 2021/2022 Income comparison - ~\$13,000 for the full year last year)

Gold Card Refunds - **\$1,125** (un-budgeted)

projections - expenses (\$42,700)

DOJ non profit fee \$200

Accounting Services \$2000

Liability Insurance Premium \$2000 (recommended by AD/un-budgeted)

Athletic Trainer - \$9000

Administrative / Misc Expenses - \$2500

Board Member Directed Team Redistributions - \$9,000.00 (2 x \$4,500.00)

Team Redistributions - \$18,000 (\$750 / team x 24 teams @ EOY, funding provided)

- activities update

- Fundraiser Support: Torres Strong, Bryce Strong

- Website Updates: New Team Fundraising Pages - Cross Country

- 2020 Taxes - **done** - on time w/o issue! Great Job Everyone!!! :-)

- PTC accounting process improvements - in progress

- 2021/2022 paper records archived - great job accounting team

- Scholarship - suspended for current school year - insufficient funding at this time due to COVID-19 related disruptions to fundraising initiatives. Revisit in June for NY.

- Business Process Restart! :-) Great Job Everyone

Explained/emphasized the financial success of ORSB also brings heightened scrutiny from IRS and CA FTB monitoring for fraudulent use of nonprofit monies and resources. Which calls for a higher level of structure and accountability for ORSB business processes.

adjourned - 10:26am