

FRIENDSWOOD MUSTANG BOOSTER CLUB
August 18, 2021
MEETING AGENDA

- i.** Welcome – Meeting was called to order @ 7:06pm by Amy Moyer and Quorum verified
 - a. Executive Board Members Present:
 - i. President – Amy Moyer
 - ii. 1st Vice President – Ava Resnick
 - iii. Secretary – Samantha Eubanks
 - iv. Treasurer – Jackie Gibson
 - v. Concessions – Felicity Beckman
- ii.** Minutes from Last Meeting –
 - a. Motion to accept minutes from last meeting: Molly Crow seconded: Felicity Beckman
- iii.** President's Report –
 - a. Booster is key for FHS. Sports teams receive minimal amount of funding from the district, and as such, rely very heavily on FMBC to help support the coaches and athletes
 - b. At this time, we'd like to address the Elephant in the Room and talk directly to you about the active theft case.
 - c. The FMBC Executive Board is making their way to the Coach's Meeting and to each team's parent meeting to openly discuss the improvements made to ensure this doesn't happen again.
 - d. Here are some of the improvements made to date:
 - i. First and foremost, we switched banks to Texan Bank to allow for more security
 - ii. Secondly, and most importantly, we have partnered with VARC Solutions, a Friendswood-based bookkeeping firm, to reconcile our monthly and annual books. VARC Solutions works, pro bono, with the Fisd Education Foundation to manage its day-to-day accounting operations. For us, they have graciously agreed to reconcile our monthly and annual books, pro bono. With each month's financial packet, they include a letter stating the books are reconciled against the Bank Statement from Texan Bank.
 - iii. In addition to monthly/annual reconciliation, VARC Solutions is also helping prepare accounting procedural manuals so future executive members can be oriented to the process more thoroughly.
 - iv. We have set up a Mustang Unite Fund that raised \$16,473.72 that has already been distributed to teams proportionate to the amount of funding lost due to the theft
 - v. We have streamlined and pushed out more broadly our FMBC Membership Drive. We have raised \$24,676 to date, that will be distributed to teams evenly at various points in the year.
 - vi. We have been approved to look at a booster-wide fundraiser to help alleviate pressure on teams to raise their own funds
 - vii. We will be working with each rep and coach to develop an annual team budget and annual operations plan. The budget will help teams understand how much money will need to be raised each year; while the operations plan will help streamline community work across all teams, as well as serve as a key document in transitioning to a new rep in future years
 - viii. We have been revising the By-Laws for the first time since 2003 and will be updating them to reflect current non-profit trends
 - ix. We are reconfiguring cash management:

1. We are now accepting online payments for player invoices that go directly to our account at Texan Bank and booked to a specific sport.
2. We are working with VARC Solutions to identify better controls for concessions, and looking at a credit card option for concessions
- x. We are creating a new rep orientation that will help new reps understand their role and the standard processes that will be put in place for all teams
- xi. We are working to require teams to subsidize some player dues and costs more readily and will ensure limited carryover funds
- e. Gave an update on the case. Please understand, we are limited in what we can say because this is an active investigation.
 - i. We cooperated fully with law enforcement and the ADA.
 - ii. Receipts and bank records were combed through thoroughly, and evidence was provided to law enforcement.
 - iii. While the Booster account hadn't been properly reconciled since 2017, it is currently up to date and matches bank statements
 - iv. In May, Shonna "Nikki" Guerra was indicted with 1st degree felony count of theft.
 - v. She was arrested and taken to Galveston County Jail. She did post bail.
 - vi. She has a meeting with the judge at the end of August to determine if her attorney will push for or be open to a plea, or if they will go to trial.
 - vii. Our goal is to see jail time and will continue to support the efforts of the investigation as much as possible
- f.

iv. 1st Vice President's Report

- a. Membership
 - i. Sold 70 All Sport passes – only valid for Friendswood High school sports except football
 - ii. 33 1-Sport passes
 1. \$25 per pass will go directly to the sport indicated by purchaser
 - iii. 82 total membership Sponsorships
 - iv. Sponsorship - Current Total \$24,646.71. Members who joined at Silver level chose 1 sport for their sports pass - that sport received a benefit of \$25 per sponsor
- b. Students' Pass – Sold 81 to date
- c. All tickets to games this year will be online only

v. Treasurer's Report

- a. Texan Bank Balance \$208,089.82
- b. VARC has reconciled and certified our account thru July 2021
- c. PNL, Certification, and monthly auditing from VARC, and will be posted to the website and is public knowledge
- d. Hometown Bank Account had a zero balance and is closed
- e. Tax Return was submitted in May – we are up to date and compliant
- f. Online check request and approval is running smoothly!!

vi. Concessions Report

- a. Currently cleaning concessions stands, getting orders in, and scheduling volunteers
 - i. Concession stands are going through a deep cleaning and sanitation process in preparation of the upcoming season
 - ii. Some items in the concession stand appliances were damaged beyond the ability to fix, therefore new appliances have been ordered
- b. Expended \$5600.00 for setting up beginning of the season concession stand

vii. 2nd Vice-Presidents' Reports

1. Baseball – Ended the season
2. Basketball Boys - The boys were very busy this summer!- Many attended camps and played AAU ball to prepare for the high school season. They also made it through MAC camp and open gym. As a team Varsity placed third in a summer tournament for local teams. Varsity, JV, and some incoming freshman got to play summer league games to stay sharp... We are currently planning some team bonding activities before our season starts.
3. Basketball – Girls – they have a new basketball coach
4. Cross Country - Girls – Cross Country season has started. Head Coach Ty Bush did an excellent job of preparing the girls with summer workouts and Coach Landry Lowe has been named Assistant Cross Country Coach and has already made an impact on the girls. Our first meet was Saturday at the Huffman Relays. The Varsity girls took home 2nd & 3rd place and the JV girls took home 12th place. It was a hot and humid day and the girls raced in the heat of the day. It was an excellent kick off to the season. Our next meet is Saturday at Barber's Hill.
5. Track – Girls – Just getting started and will be meeting with the coach to plan for the season and to brainstorm possible future fundraising ideas as well.
6. Country/Track – Boys - Coach Ty Bush is the new head coach of Cross Country/Track. After a successful summer training schedule, the Cross Country team kicked off their season last Saturday at the Huffman Relays with the boys placing 3rd. They will be competing this Saturday at Barber's Hill. We are looking forward to a great season.
7. Cheerleaders – P&L approved. Current balance \$16,752.23 with approx. \$16,000 in liabilities and \$26,834.36 in AR. We just concluded a very successful Community Sponsor campaign and are currently selling fan shirts. We are not anticipating any large capital purchases this year.
8. Football – Football has our first scrimmages the week against Dawson. Freshmen and JV will be at home on Thursday starting at 5:00 and Varsity will be at Dawson Friday starting at 6:00. First home game will be next Friday, August 27 at 7:00. We have had good support from our sponsors, and have purchased yard signs and spirit T-shirts.
9. Golf – Golf head coach for boys and girls is Scott Smith. Parent meeting on August 23rd at 6 pm in the cafeteria
10. Lacrosse – Girls – No report
11. Lacrosse – Boys - No report
12. Soccer – Girls – Girls will start workout on Monday. Majority of the girls play club soccer, many are already in shape since practice and games have begun. 1st Preseason game is December 10th at Atascocita against
13. Soccer – Boys – Hitting the fields starting Friday. Parent meeting in September
14. Softball – Julie and Mandy balance 20,608.25
15. Swimming / Diving / Water Polo – Givens August 25th parent meeting
16. Tennis - The 48 Hour Tennis Marathon will set a new standard for tennis fundraising (likely here and anywhere). As of now, we have exceeded \$40,000 and we still have donations coming in. This shatters our old record by a large margin. And, as importantly, our players and supporters had an extremely good time based on the feedback we have received. We thank our booster reps Molly Crow and Brandie Lorenz for their major roles in making all of this possible.

Getting back to playing - we had 5 challenging matches set up for last week, but had 2 of them cancel with pretty late notice. There's not much we can do about that. But, we did get to play some strong 6A level competition against Deer Park, George Ranch, and Kingwood. It seems like we were short handed due to injury or illness in all of these matches, but we competed very well for this early in the season, losing 10-9 to Deer Park, 11-8 to Kingwood, and winning 13-6 against George Ranch. Our schedule doesn't get easier for a while. We have 2 of the top 10 teams in the state 6A rankings on our schedule in the next week and a half spread out among our next 5 matches (and more later). We do strongly believe we will be much stronger later for having gone through this schedule gauntlet this early in the season.

17. Trainers / Sports Medicine – Training season started in the summer. Our SAT's did an awesome job helping with football practice. We have a great group who are eager to help and learn. It should be a great year for the student athletic training program.
18. Volleyball – Julie Sims – first home game was last night
19. Wrestling – Wrestling is in off-season right now. They have some changes to the coaching staff and are excited to see what these changes will bring to our team. They have not yet started our fundraising effort and are currently sitting at \$215.62
20. FJH Swim Team – Welcome Megan Jakob. Our season will not start until March of next year
21. Koopmann –
 - a. Texas City has a mask mandate in place for upcoming sporting events
 - b. UIL does not have a mask mandate in place, but if the school where we are playing does have one, then we will comply
 - c. Covid protocols are in place in the district to monitor covid cases
 - d. FISD is moving to a cash-less system for all purchases within the district for tickets and concessions

viii. Old Business: None

ix. New Business:

- a. Binder Review and New Rep Training
- b. Present Draft of Proposed By Laws
- c. Fundraisers
- d. Vote in new Sports 2nd Vice Presidents:
 - i. 1st Vice-President and Treasurer confirmed that the following nominees have paid their FMBC Membership Fees and are in good standing with FMBC
 - ii. Motion was made by Jackie Gibson and seconded by Felicity Beckman to approve the following new 2nd Vice-Presidents:
 - iii. Allyson Percy – Baseball
 - iv. Jessica Baker – 2nd rep for Boys Basketball
 - v. Trey Davis – Boys Lacross
 - vi. Robert Martien – Girls Lacross (not present)
 - vii. Marlene Tamarozzi – Boys Soccer
 - viii. Elizabeth Fischer – 2nd rep for Boys Soccer
 - ix. Jennifer Hubenak - Swimming/Diving/Water Polo
 - x. Julie Sims – Volleyball
 - xi. Kim Bessler – Girls Track
 - xii. Christina Fledderman – 2nd rep for Girls Track

- xiii. Bob Kerr - Golf
- xiv. Megan Jakob – FJH Swim

X. Business for September FMBC Meeting

- a. Vote to approve presented Draft By Laws
- b. 2nd Vice Presidents nominees (not present at August meeting): Trey Davis, Lisa Spinks, Andrea Hickman,

XI. Adjourn – Motion to adjourn: Jessica Baker, seconded – Cyndi Whitley

- a. Meeting adjourned @ 8:46pm

xii. Next meeting: September 15th @ 7:00pm, FHS Library

Sadie Gibson

J

Spinks

Jelinda Beckman

Damantha Eubanks
FMBC Secretary



VARC Solutions
PO Box 1689
Friendswood, TX 77549

Financial Period ending 07/31/2021

We confirm that the attached statements give a true and fair view of the results and financial position of the period listed above.

- Balance Sheet
- Profit & Loss

We confirm that all income and expenditures have been properly recorded.

We confirm that the Texan Bank account and HomeTown Bank account were reconciled on 08/02/2021 and tie to the statements from the financial institutions for the month.

Signed on behalf of VARC Solutions by:

Angie Willis, MBA
QuickBooks Consultant & Bookkeeper

Date



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FRIENDSWOOD MUSTANGS BOOSTER CLUB

Balance Sheet
As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
HomeTown Bank	0.00
Paypal	0.00
Texan Bank	157,463.75
Total Bank Accounts	\$157,463.75
Other Current Assets	
Undeposited Funds	300.00
Total Other Current Assets	\$300.00
Total Current Assets	\$157,763.75
TOTAL ASSETS	\$157,763.75
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Opening Bal Equity	0.00
Reserved Funds-General	0.00
Retained Earnings	0.00
Net Revenue	157,763.75
Total Equity	\$157,763.75
TOTAL LIABILITIES AND EQUITY	\$157,763.75