



MEETING MINUTES

Minutes of **September 8, 2025** NVHS Athletic Booster meeting in person: 6:00pm @ NVHS

OFFICERS: (highlight those in attendance)

President: Jen Tedrow

Vice President:

Treasurer: Elizabeth Sigal

Secretary: Jen Maita

Athletic Director: Branden Adkins

COMMITTEE CHAIR (highlight those in attendance):

Concession Chair:

Fundraising Co-chairs: Jennifer Lewand & Heather Stupay

Yard Signs: Adrienne Toomey

Membership: Becky Barkley

Website/Social Media: Dave Lewand

Volunteer Coordinator:

Wildcat Wear: Krista Leifheit & Colleen Garrison

Sponsorship: Heidi Hairston

Scholarship: Milena Stone

Agenda (before we start each meeting we take verbal attendance, call the meeting to order with 2 motions and approve the minutes of the past meeting with two motions)

The meeting was called to order at 6:05 PM by Jen T. A motion was made by Heather to approve the minutes, and the motion was seconded by Dave. The motion carried.

Update from President (Jen Tedrow)

- All requests approved except: Bowling (no documentation provided), a portion of boys track (approved a portion of an expensive item), a portion of girls lacrosse (TeamSnap requested - Athletic Department requested we not cover).
- Fall parent meetings were well attended; overall, coaches appeared responsive and communicative with the Boosters.
- Coaches and teams are volunteering more in concessions this year compared to last year.
- There is currently no concession chair. Jen is filling in temporarily and delegating tasks; however, additional help is needed to manage and close concessions. (10/24 – Adrienne)
- The Scoreboard Media representative has numerous local contacts. Boosters receive 25% of revenue from any advertising leads we provide. We are seeking new leads for scoreboard advertisements.
- The Boosters are committed to raising funds for the football scoreboard. Revenue generated from the indoor scoreboard may be allocated toward the outdoor scoreboard. Scoreboard Media remains confident in this plan.

- The digital scoreboard for the football field remains unfunded. The district has not allocated any money for this project, and timing and financing are still undetermined.
- Any funds generated from the indoor scoreboard will be directed toward the outdoor scoreboard project.
- Partnerships with Athletico, VIP, and BSN remain in place. These companies hold first rights for equipment, and Boosters receive a financial kickback from their involvement. Additional connections are needed to strengthen these partnerships.
- We should continue to advertise the indoor scoreboard while fundraising for the outdoor scoreboard.
- Leads should include company name, contact person, email, and phone number.
- The total amount of approved wish list items was \$21,500. Requests made from the Athletic Department, Football, Golf, Boys Soccer, Girls Tennis, Boys and Girls basketball, Bowling, badminton, baseball, girls lacrosse, boys track, boys volleyball
- Digital football scoreboard: Approximately 14 volunteers expressed interest in joining a committee for the football digital scoreboard via the Google Form.

Athletic Director (Branden Adkins)

- Soccer participation: 140 student-athletes participated this season.
- Sam's Club orders: Deliveries have been inconsistent, with items arriving at incorrect times, being placed in the wrong locations, or left outside. Options include finding a new vendor or picking up orders directly from Sam's.
- Scoreboard installation: Installation is scheduled for Monday, 9/15. One scoreboard will be placed in the Auxiliary Gym and the other in the Main Gym. Electricians have already been on-site, and IT is supporting the setup. Completion is expected by Thursday.
- Girls' softball coach: We are actively seeking a coach. Please contact Brandon with any recommendations.

Sponsorship (Heidi Hairston)

No update

Treasurer (Elizabeth Sigal)

- Overall sales revenue is up compared to 2024.
- Football concessions and Wildcat Wear generated approximately \$10,000 in revenue.
- Students are not permitted to handle money or process Square orders when volunteering.

Membership (Becky Barkley)

- Gold Membership: Sold out of chairs; approximately 50 chairs sold and reordered more.
- Membership totals: 143 members, with 128 in the Wildcat Club.
- Membership comparison: Currently lower than last year; at this time in 2024, there were roughly 205 members.
- Upcoming sales opportunity: Memberships should be actively sold at the Blue-Gold Scrimmage in 2026.
- Football concessions: Canes sold out during the game. 100 orders of 2 tenders and sauce (\$5 each) were placed.

Scholarship (Milena Stone & Jess Gust)

- Recommendation: Consider capping applicants at ten.

Concessions

- Concessions Chair: Position currently vacant; volunteers needed.
- Concessions procedures need to be updated: Update procedures, contact information, and post flyers in the concessions area.

Wildcat Wear (Krista Leifheit & Colleen Garrison)

- Inventory: Current stock is depleting, and new items have been ordered.
- Lunch hours: Sales have been slow during lunch periods.
- Vendor pricing: Local vendor prices are increasing, and we are mindful of the student price point. Exploring creative alternatives (e.g., Etsy) to keep costs manageable. Large vendor orders are currently not feasible due to high expenses.
- Inventory accountability: Items need to be recounted as some are missing. A master key is available for the Wildcat Wear storage closet.

Fundraising (Jen Lewand & Heather Stupay)

- Split the Pot: Generated \$80 at the game on 9/5.
- Canes Dine-Out: Scheduled for Thursday.
- Fundraising Goal: Aim to host one event per month.
- Upcoming Fundraising Ideas: Considering Half Baked Cookies at a game.
- Sponsorship: MI Homes will be a sponsor; Jen will share the new sponsor form with everyone.

Website/Social Media (Dave Lewand)

- Traffic Update: Last month saw the highest traffic to date.
- 2025 Trends: Yard signs are generating more traffic than membership promotions.

Yard Signs

- Order Update: Order placed on 9/6; this round received more inquiry emails than the previous order.
- Yard Sign Requests: Several emails regarding yard sign demands have been forwarded for follow-up.
- Sales: 133 yard signs sold to date.

Volunteers

- Board Update: Carrie Foley is no longer on the board but is willing to assist on an as-needed basis. Please reach out to her when support is needed.

The meeting was **adjourned at 7:41 PM**. Jen T. **motioned to adjourn**, and Adrienne **seconded the motion**.

Next MEETING: October 15, 2025 at 6:00pm in the NVHS faculty lounge.