



Meeting Minutes: Madison East Booster Meeting Mon. Dec.8th, 2025

Call to order at 7:00 p.m.

Roll call of members of the Board of Directors present. Board members present are Patrick Grant, Erin Walker, Becca Schwei, Wayne Lenius, Sunny McDaniel, Marlisa Kopenski Condon and Nicole Booher.

Opening-President's Report-Patrick

Patrick introduced the subject of Membership Fee- \$0 last year, do we want to continue with that. No fee to be a member, attending a monthly booster club meeting and putting your information on the sign up sheet confirms your membership. Becca made motion to keep at \$0, Marlisa seconded, passed unanimously.

Treasurer's Report-Marlisa

Marlisa walked us thru the Booster Club Annual Financial Report. Please refer to the excel document. Marlisa also mentioned she was please to find out that the Boys football team had written a thank you note for their grant. She expressed her wish that thank you notes be written and shared with the club that come from the clubs and teams that received grants.

Patrick introduced East HS Principal Patrice Haste. Patrice addressed the club sharing that she was happy to attend the Booster club meetings and learn about what we are doing. She also offered to help with any explanations of organizations or sports teams and their grant requests.

Concessions- Erin Walker

Erin shared that so far it has been a slow start to the year getting organized with concessions being run. However, things are about to get very busy this week of December 8th with two Girls Basketball games , 1 Boys Basketball game against LaFollette and a Boys Swim meet. She explained the concessions for Boys Basketball will set up inside Fieldhouse instead of near the entrance door for safety. Upcoming in January there are some major events that will require concessions. There is a single week where we

have 5 events! In addition, for Girls Basketball we will be the host site for two full days for the Big 8 Showcase. In addition, we will be hosting Battle at the Castle for Cheer Team. Erin shared the exciting news that our Cheer Team. Now that the volunteer calendar sign up is up and running Erin hopes we can all spread the word and that more help with shifts will be coming. Many shifts are already covered by students, however two adults are necessary to oversee and help the students during their shifts.

Fundraising-Becca Schwei

Becca started with discussing our big Fundraiser on April

25th, Party for Purgolders. Becca is getting ready to sign contract before they up their prices, a few differences from last year but thankfully we can still bring in our own food, rent the room for the same amount of hours as last year. The rental rate is actually lower and a booster club member who is an Elks club member will sign for us. Other events- Night Out for Purgolders Dining is at Portillos is Dec 17th.

Kyle then updated us his fundraising efforts with signage. He has reached out to 25 people. For example, there is an insurance company he is waiting to hear back from, he did get turned down by Cardinal Heating & cooling, he is also trying HyVee and other various local businesses.

Sunny shared the news that on Feb 14th from 1-4p we will have a fundraiser called the Great Eastside Bakeoff and Bake Sale at Goodman Center. This will be part competition/part bake sale, more details to come, entry fee nominal to enter a recipe and have it judged by professional judges, golden whisk, medals team, star baker spatula, students will have their own competition, \$5 to taste student entries, winner decided by crowd voting, very social and fun fundraiser with a low entry barrier. Of course volunteers are most welcome and we will need volunteer Bakers! We may also have a cookie decorating station possibly with DIY ice cream sandwiches.

Coffee fundraiser- Becca walked us thru a new fundraiser kicking off now. Erin has the product to show us, four different types of coffee bags, 4 images, artwork from East high students are on three of the four bags. This year we had to order and execute quickly but next year we will be able to engage the art students more in the cover design as a competition. Price will be \$13-\$15 per bag. QR code to purchase, or will be at Friday night Boys Basketball event at the concessions table. Makes a great holiday gift! Peppy's café which is run by special Ed students will also sell. We bought \$9.50 per bag. We ordered 200 bags.

COMMUNICATIONS-Sunny walked us thru the email invitation she has sent out for

Pack the Stands. This is an effort to invite booster members to attend sporting events or school happenings such as the upcoming Choir concert. We are reaching out to coaches to identify one or two home games where they give input that they would like us to highlight.

This Friday we will have two booster tables, a swim meet, boys BBall, band concert, cheer and dance, the Play where our booster club will be selling coffee and the new hats , t-shirts and beanies.

Sunny then took us thru the new Donations Page on the Booster club website, with drop down menu options for general fund or earmark to a sport or club or Principal's fund.

Nicole pointed out with the drop down menu it needs a fix, so people can choose multiple boxes instead of just one.

Lastly, Sunny introduced a new email that is going to be send out frequently called a Spotlight from the Booster Club. The first one will talk about French Club and Letters of Love club. This email will include the donation link to engage with our members.

President's Report-Patrick had a meeting with the other MMSD Presidents. We are one of two high schools where the club embraces grant requests for more than just athletics, for every student. LaFollette is the other school whose club is similar in scope and that we have modeled their bylaws.

Patrick explained as outgoing President he's proud of our work. He said 14 months ago we didn't exists and this first board had the goal to work on our foundation. Now moving forward we need more people to share the load of the work. Our goal for a robust booster club would be increase in membership and recruit leaders. The real work of the club happens between these monthly booster club meetings. We want committees of volunteers to spread the heavy lifting. We want to reach out within our community and have a presence there. That is hard to sustain if it's just a core group of five to six people. We now have a booster cell phone which we need for Venmo account, and a lot of passwords.

The board is also set up with Email names that refer to position so it can travel from outgoing to incoming board member, i.e. President, Treasurer. The new board will want to recruit a tech person. Patrick is happy with all we've accomplished and looks forward to see the progress that happens in years to come.

BYLAWS-Patrick walked us thru on the screen, the sections of the bylaws that the board has brought to the general booster club to vote on. Below are the sections and the changes and vote results.

1. Voted on change to ARTICLE II PURPOSE-“The Booster Club aims to stimulate and promote school and public awareness of **and interest in all educational and extracurricular activities and programs of Madison East High School** (“the School”), consistent with the School’s educational philosophy as defined in the School’s mission statement.”. After brief discussion Becca made a motion, Erin seconded, change passed unanimously.

Question on protocol answered-EVERYBODY can make motions, not just board members.

2. 6.3 ELECTIONS – Elections of the Board shall be held at the Booster Club Annual Business Meeting each December. Nominations will be accepted from the floor. The candidates receiving the highest number of votes are elected. The new Board will take effect after the adjournment of the December meeting and serve for a term of one year. Directors may serve no more than two consecutive terms in the same position. After serving three consecutive terms as a director, an individual must take at least one year off before being eligible for re-election. This limitation may be waived by a two-thirds vote of the membership if no other qualified candidates are available.”

Brief discussion with some people voicing it doesn’t seem necessary other in favor. Wayne makes a motion, Marlisa seconds, Add a period after the word membership, Passes. motion carries.

3. 6.4 POWER AND DUTIES: “The Board shall have the authority to approve funds for payment that do not exceed \$2,500 by a two-thirds majority vote, cast electronically or in person, by all the Directors. All other funding decisions will be made by a majority vote of those members in attendance at regular membership meetings.”

Board authority to approve funds that don’t exceed \$2,500 by 2/3 majority...WORD EXPENSES got taken out. Nicole makes a motion, Erin seconds, motion carries unanimously.

8.9.1 Response Timeline. Directors shall have at least 72 hours to respond unless the matter is urgent, in which case a shorter timeframe may be specified. Directors who do not respond within the specified timeframe shall be counted as not consenting.

8.9.2 Documentation. The Officer initiating the action shall:

Maintain a record of all communications

Document the date and time each Director provided consent

Prepare a written record of the action taken and consents received

File the record with the Secretary for inclusion in Board records

8.9.3 Member Notification. Members shall be notified of any action taken without a meeting at the next Booster Club meeting, including the nature of the action and the vote count.

8.9.4 Prohibited Actions. The following actions may not be taken without an actual meeting:

Amendment of Bylaws

Removal of Directors or Officers

Approval of dissolution

Any action specifically requiring a meeting by law or these Bylaws”

8.9.1, 8.9.2 Susan makes a motion, Erin seconds. Passes unanimously.

8.9.3, Member notification, Becca motions, Wayne seconds, carries unanimously.

8.9.3 Action and Vote Count -we discussed that if it's a NO it still needs to be brought up, so we voted to change the word ACTION to VOTE.

“including the nature action that we voted on, of the vote and vote count”, Becca motion, Sam seconds, passes unanimously.

8.9.4 Prohibited Actions, Wayne approves ,Becca seconds, passes unanimously.

4. 9.3 SECRETARY- “The secretary shall manage online communications including the website and social media accounts. They will engage in advertising development, including letterhead ideas, promotional ads, and ideas for the Purgolder Press; website stories and development; and any other support to the other committees or membership at large to promote the Booster Club and its events. The Communications Committee will present an update at Booster Club meetings.”

Becca approves, Marta seconds, approved unanimously.

5. 11.5 Accessing Booster Club Funds-The Request Form must be submitted to the President or their designee through the appropriate electronic form at least two weeks before the chosen Booster Club Request night.

The requester or a designated representative Booster Club member should be present at the request meeting to explain the request to the membership and to answer any questions. Monetary disbursement (payment) shall be determined at scheduled request night Booster Club meetings by a vote, as outlined in Article VI.

Trish makes a motion to say **Director designee** , Becca seconds, passes unanimously.

6. **Technology and Communications**-refer to bylaws 11.11.1-11.11.8, We went over the bylaws and decided on two revisions, making a change 25 days instead of 45 days “ amendments must be submitted via email to the Board at least 45 days before the meeting at which they will be voted upon”

ALSO the second change is to 14 days instead of 30 days. “Notice of the proposed amendments, including the complete text of the proposed changes and the Board’s

recommendation, must be provided to all members at least 30 days before the voting meeting.”

Becca motions to approve, Marlisa seconds, vote on Tech and Communication changes passes unanimously

ANNUAL ELECTION-

Patrick led the election by going thru every single board position.

1. For Board President- Becca Schwei was nominated by Erin, Nicole seconded, Becca accepts nomination.

2. For Vice President- Becca nominates Tracy Burrus , Erin seconds, Tracy accepted nomination by phone.

3. For Secretary- Becca nominates Sunny McDaniel, Sam seconds, Sunny accepts nomination.

4. For Treasurer- no member stepped forward to be nominated, so we will need a Treasurer and the club will have opportunity to recruit and elect a Treasurer at a future meeting.

5. For At Large Directors, 3 open positions., Erin, Susan Parsons, ONE left for board to look at.

Becca nominated Susan Parsons, Tracy seconded. Susan accepted nomination.

For Second Director, Erin Walker nominated by Becca, Susan seconded, Erin accepted nomination.

For Third Director, no member came forward to be nominated and this board position remains open for a future candidate.

We voted on the nominees and all 5 candidates, Becca, Susan, Sunny, Tracy and Erin were successfully voted in, unanimously.

Patrick announces there are 14 days in the bylaws for the Board Members stepping down to transition to the new Member.

Erin makes a motion to adjourn, Trish seconds. Meeting ended at approximately 8:40p.

Meeting ends at 8:37pm