

Titan Booster Meeting
January 11, 2018 - 6:00 p.m.
Engineering Room T-25

The meeting was called to order at 6:08 p.m. A quorum was present. In Attendance: Deborah Coombs, Michelle Doletina, Richie Doletina, Jennifer Michalski, Katy O'Hara, Andrea Sandoval, Cheryl Seager, Bonnie Stevenson, Amy Trodick, Maria Wolfe, Sabine Zouari

Titan Booster

- The minutes of the prior meetings on 11/13/17 and 12/11/17 were reviewed. Bonnie Stevenson made the motion to approve the minutes. Michelle Doletina seconded the motion and the vote passed unanimously.
- Financial Report
 - Maria Wolfe provided the current standing of the Titan Booster account to everyone in attendance. A copy of the ledger was emailed to the Titan Booster Board for review prior to the meeting.
- Katy O'Hara and Maria Wolfe will work together to complete the 1099 Filing for the Summer Camp contractors (Adam Handler and Hal Canter).
- An email was received from the Florida Department of State, Division of Corporations reminding Titan Booster to file the Annual Report on or before May 1, 2018. A brief conversation was held regarding possibly holding our annual elections in April for a term of May 1 to April 30 (current term is May 1 to June 30). This would eliminate an additional filing and the associated fees. Katy O'Hara will review Titan Booster's Articles of Incorporation to see if it is a feasible and beneficial option. A follow-up will be provided at the next scheduled meeting.
- Katy O'Hara noted she was working on creating Booster processes and procedures, as well as job descriptions for each position and an annual calendar for Booster activities.

Engineering

- The Mentoring Program for the 2017-2018 school year has been completed and was noted to be another great success.
- Adam Handler will finalize the plans for the annual District event at the end of next week. A follow-up will be provided at the next scheduled meeting. This will be a standing agenda item until the event is completed.
- The Plywood Regatta is scheduled for April 14-15, 2018. The Titan Booster will play a supportive role by providing snacks and a rest area for the students. This will be a standing agenda item until the event is completed.
- Summer Camp has been scheduled for the first three (3) weeks of summer (June 11-June 29), Monday - Thursday, An ISRO will be completed and sent to Mrs. Jones, as well as a request to use the facility as an allied group to Dr. LaCasse and Superintendent Runcie. This will be a standing agenda item until the event is completed.
- Because there was not enough interest in pursuing the Skills USA membership, Adam Handler and the Engineering Club will no longer pursue this.
- Adam Handler requested the Titan Booster approve reimbursement for two (2) already purchased 50 inch TVs in the amount of \$559.98. Michelle Doletina made the motion to approve the reimbursement request. Katy O'Hara seconded the motion and the vote passed unanimously. The check and donation letter will need to be made payable to: School Board of Broward County.

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- A second request was made by Adam Handler for the purchase of three (3) additional 50 inch TVs and two (2) cables. Katy O'Hara made the motion to approve the purchase up to \$1,050.00. Jennifer Michalski seconded the motion and the vote passed unanimously.
 - Addendum to original draft: Von McClendon has graciously offered to donate the funds to cover the cost of the additional three (3) TVs and two (2) cables for the Engineering program.

Softball

- The Softball season begins on January 22, 2018. The game schedule has not yet been distributed. An ISRO will be completed and submitted to Mrs. Jones for approval of hosting a concession stand during the games.
- An upcoming fundraiser is slated for January 29 - February 2. The softball team will be hosting the school's concession stand.
- Currently, no purchase requests have been identified. This will be a standing agenda item.

Titan Aquatics

- The Water Polo season begins on January 22, 2018. The game schedule has been received, but is tentative until the district coach's meeting on Tuesday, January 16. An ISRO will be completed and submitted to Mrs. Jones for approval of hosting a concession stand during the games.
- A pre-season parent meeting will be held on January 23, 2018 at 6:00 p.m. at the Aquatics Center. The Titan Aquatics committee will be present to introduce themselves, request donations for the concession stand, volunteers to work concessions and fundraising events, t-shirts pre-orders, and collect parent contact information for emails.
- April 5, 2018 was tentatively selected for Senior Night. The date is contingent on the finalized schedule. This will be a standing agenda item until the event is completed.
- The End of Season Banquet was discussed briefly, but will be tabled until the schedule for Districts, Regionals, and States is released. This will be a standing agenda item until the event is completed.
- Maria Wolfe presented a detailed explanation of a fundraising idea regarding professional photos for individual athletes to purchase. We agreed this would be a great idea and Maria Wolfe will research different organizations to compare pricing and plans. Once the details are confirmed, an ISRO will be sent to Mrs. Jones for approval. This will be a standing agenda item until the fundraiser is completed.
- Because Amanda Sorunmu was not in attendance, the Chipotle fundraiser night will be tabled until the next scheduled meeting.
- Although the yearbook ad for a full page (half dedicated to the Seniors of the Swim Team and half dedicated to the Seniors of the Water Polo Team) was previously approved, Maria Wolfe requested permission to pay for the ad online via the school store with the Titan Booster Credit Card. Katy O'Hara agreed this was a valid purchase.
- Richie Doletina confirmed with Coach McQuaid the green and white swim caps for under the water polo headgear is not provided by the school/athletic department as this is not a required part of the uniform. The invoice to purchase 30 swim caps (15 white / 15 green) at \$2.50 each from Coral Springs totaling \$75.00 was provided to Maria Wolfe for a check request.

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- An ISRO will be forwarded to Mrs. Jones for approval of fundraising via athletic attire sales.

NJROTC

- Check requests were made for the following - \$50.00 made payable to Terri Levitan (Parkway Middle School for supplementing the staff at a recent BB&T fundraiser) and \$539.00 made payable to the School Board of Broward County (\$150.00 for the Pass and Review Luncheon - \$5.00 x 30 cadets, \$364.00 for the Flanigan Field Event Luncheon - \$6.50 x 56 cadets, and \$25.00 for the Entry Fee for the Air Rifle Competition). A donation letter addressed to the School Board of Broward County will accompany the check.
- Deborah Coombs requested approval for the Booster to purchase food and supplies for a barbeque during a school-sponsored field trip to the Battalion Museum in Ft. Pierce, FL on February 9, 2018. Katy O’Hara made the motion to approve the purchase of up to \$250.00 for food and supplies. Michelle Doletina seconded the motion and the vote passed unanimously.
- Although the request to donate \$300.00 to supplement the NJROTC holiday party was approved at the December 2017 meeting, the food and supplies exceeded that amount. Michelle Doletina made the motion to approve the request to increase the donation by \$100.00 to \$400.00. Katy O’Hara seconded the motion and the vote passed unanimously.
- Tiffany Novembre sent an email regarding the NJROTC Facebook Fundraiser on Giving Tuesday. Richie Doletina will ensure the Booster’s address is correct in the Facebook Directory and we are registered with Facebook Payments.
- Deborah Coombs located a vendor to supply quality Polo Shirts at \$20.00. These shirts will be sold to parents of NJROTC cadets at \$25.00. Deborah noted that an ISRO was completed and approved by Mrs. Jones. Katy O’Hara made the motion to approve the fundraising request. Jennifer Michalski seconded the motion and the vote passed unanimously.
- NJROTC’s fundraiser of the FundCards is not going as smoothly as originally intended as many of the locations previously used to sell the cards (Publix, Home Depot, etc.) now require the request go through the corporate offices. Ideas of additional locations and opportunities were provided by those in attendance.

Open Discussion

- Deborah Coombs initiated discussion regarding additional board positions – Volunteer Chair and Fundraising Chair. It was decided that while each individual specialty committee can implement these positions, they would not be official Titan Booster Board Members. It was also noted that when accepting nominations for these positions, each committee chair will inform the nominee that the position is governed by the same guidelines and expectations as the Titan Booster.

The meeting dates are set for the 2017-2018 school year as follows:

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| July 10, 2017 | October 9, 2017 | January 11, 2018 | April 9, 2018 |
| August 14, 2017 | November 13, 2017 | February 12, 2018 | May 14, 2018 |
| September 11, 2017 | December 11, 2017 | March 12, 2018 | June 11, 2018 |

The next meeting is scheduled for February 12, 2017.

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Katy O'Hara made a motion to adjourn the meeting at 7:40 p.m. Maria Wolfe seconded and the vote carried unanimously.