

Appleton North Booster Club
December 14, 2016
Minutes

Meeting Called to Order: 7:07p.m.

Attendees: Christy Drymalski, Donna Garrity, Traci Henning, Kevin Herrling, Mary Jarrett, Rose Marie Milani, Jim Pohlman, Julia Squier, Chuck Van, Carolyn Williamsen, Jane Zuck

Welcome and Approval of October Minutes: Kevin Herrling motioned to approve and Donna Garrity seconded. **APPROVED** 11-0.

Financial Update:

Regarding the financials, we currently have \$21,083.13 in unreserved funds. A big increase over the previous month because of the Artisan Faire. The Artisan Faire was a huge success! We made \$31,820.24 in profit, and that's an increase in profit from last year by \$833.50. The total income brought in from the Faire this year compared to last year was almost the exact same, with only a \$4.85 difference. The expenses were down this year, by \$828.65. Two reasons why expenses were down. For concessions, we charged less to the Artisan Faire account because we used more items we already had in stock. We only charge concessions expenses to the Artisan Faire if we purchase items solely for the Faire. The other expense that was down this year was the banner and signage costs.

IRS Update: Good news! The IRS accepted our penalty abatement request for 2014 and has waived all fines and interest they charged us for 2014. \$4,028.11 in fines was taken off of our account. They accepted our penalty abatement under "reasonable cause" explanation and not a "first time offense" explanation, so that has me cautiously optimistic that they will accept the other 2 abatement forms for 2015 and 2013.

Regarding the 2015 return, I received 2 letters from the IRS saying we need to pay the fine or they will freeze our accounts, but I went to the local office and extended the freeze on our accounts so that we have until Feb 1, 2017 to try to resolve this issue with them. They will not freeze our bank accounts, but are still accruing interest charges daily. The 2015 penalty abatement form is still under review by the IRS, and we are hoping for a response mid January.

Regarding the 2013 return, the IRS has processed the return and we received a late fee fine letter for \$4,769.30. The fine is much less than previously communicated to me by the local IRS office because they calculated the late fee based on total income and not \$20/day plus interest. I immediately filed a penalty abatement form at the

local IRS office and we are waiting for that to be processed. I expect to hear from them in late January. Again, our accounts are frozen until Feb 1, 2017 so we can work this out with the IRS. I continue to go into the office as advised by the local IRS agent, which is once a month right now.

Christy Drymalski and Chuck Van and Jay Trayner and Julia Squier will meet independently to determine what needs to be done to our processes and procedures to make sure that this IRS issue doesn't happen again. Chuck Van and Christy Drymalski both recommend that all tax returns be mailed via certified receipt or hand delivered to the local IRS office and stamped, and that proof of mailing be reviewed and signed off by the President of the Club. All tax returns need to be mailed by October 15 every year.

New Business: Marketing presentation from students from Willems Marketing Internship through DECA for Boys and Girls Basketball.

Artisan Faire Update: Jay Trayner's wife Carrie Trayner will take over the Artisan Faire.

Concessions/Volunteer Update: Julia made a \$9000 check out to transfer to our checking.

Golf Outing Update: New Committee Members

AD Update: Red Smith Nomination for Curt Salm.

Marketing Update: none

Booster Website Update: none

Membership: We got a new lifetime membership, however, numbers are down this year.

Sports Book Update: Waiting for the pictures. They have been shipped.

Open discussion: Game Day Program competing with our Sports Book. They are contacting some our same sponsors; causing some confusion.

Adjourn: Donna Garrity made a motion to adjourn and Jim Pohlman seconded. **APPROVED** 11-0.

Meeting Adjourned: 8:13p.m.