

**Appleton North Booster Club**  
**September 14, 2016**  
**Minutes**

**Meeting Called to Order:** 7:03p.m.

**Attendees:** Linda Books, Christy Drymalski, Traci Henning, Kevin Herrling, Steve Hoeft, Mary Jarrett, Carrie Minges, Jim Pohlman, Julia Squire, Jay Trayner, Chuck Van, Jane Zuck, guest: Andi Zonick, Jolene Sieg

**Welcome and Approval of August Minutes:** Kevin Herrling motioned to approve and Jim Polhman seconded. **APPROVED** 14-0.

**Financial Update:** Audit update – audit completed by David Hansen, CPA. No exceptions noted, just recommendations. Recommendation regarding concessions, include income and expenses in main bank account financials. Julia transfers money throughout the year from concessions to the main bank account. Decision- keep monthly financials the same with Julia and Christy each preparing financials, but include concessions in year end financials. We should include concessions balance when we report to the IRS. Another recommendation, have information about the endowment fund in the records. That has been collected and will discuss in a future month. Another recommendation, we should have a reconciliation of membership fund. We need to have good records and control on all the moneys coming in from each committee into the Club. All records need to be reported to the treasurer at least once a year. Christy will call committee chairs to discuss their money controls. Final recommendation, monitor the athletic money going out to the school, put paperwork with it. The school does have a paper trail, Christy to work with Kevin to ensure it's adequate.

- Red Smith Payment was received!
- Received a pass thru check from OSI to North, East, and West High Schools.
- IRS concerns – Received bill from IRS for a \$4,028.11 late fee for turning in our 2014 tax return a year and a half late. 2014 tax return was mailed in by the previous treasurer when a letter was received from the IRS last spring. IRS said we also haven't filed tax returns for the 2012 and 2014 fiscal years (2013& 2015 tax years). Those tax returns were supposed to be completed and mailed by the previous 2 treasurers. We may be loosing our tax-exempt status, which is currently under review

by the IRS. All our returns have been filed now by the new treasurer, Christy Drymalski, and we are waiting on more bills from the IRS for those late fees. A penalty abatement form is being filed requesting the IRS to wave all interest and fees for all late returns. The IRS has given us until Oct. 17 to file all forms, and all fines must be paid or have a payment plan in place with the IRS by Oct. 27. They are working with us to sort through everything. If we lose our tax exempt status, a lawyer has been identified who will help us to refile for tax exempt status. We will have more updates as they come in.

Jim Pohlman made a motion that Christy Drymalski and Chuck Van take whatever steps necessary to take care of the IRS situation, including retaining council if needed and Linda Books seconded. **APPROVED** 13-0.

**New Business:** We had a request for the booster club to participate in tailgating but we declined. We are providing food.

We also had a request for a chance to sell Player Fatheads for a fundraiser, we will decide later after more information.

**Artisan Faire:** Sharing information with Appleton United Hockey? They want another faire at East High School in the spring. They are asking to share our application, policies, and vendor list. They also would like us to send out a blurb to promote their faire. We can share our application and policies. Appleton United Hockey can come in and put 3x5 cards on the chairs to advertise their faire.

**Concessions/Volunteer Update:** The Force Football concessions? Short on help with concessions, we need to start selling for 5:00pm.

**AD Update:** Wish List – there has been a lot more of high priced items and equipment repair. Jim Pohlman made a motion to allot \$20,000 for the AD to use the funds as requested and Julia Squire seconded it. **APPROVED** 13-0.

- For Homecoming, Mr. Huggins would like a tent and a treat for alumni.

**Website Update:** none

**Marketing Update:** none

**Golf Outing:** none

**Sports Book Update:** none

**Membership:** For lifetime membership incentive we will give stadium chairs in lieu of signs.

**Open discussion:** Sizzle will donate \$10,000 for new batting cages. The netting system with post the cost comes to \$15,000 with their labor. Installing turf will run at \$10,000. If we do not put down concrete, and use the old posts, the cost may come down some. The netting is very bad and needs repair.

**Adjourn:** Jim Pohlman made a motion to adjourn and Steve Hoeft seconded.

**APPROVED** 13-0.