

Flag Booster Meeting

10/16/25

Attendees: Kristy Wilson, Rachel Holder, Megan Seager, Christine MacGregor

Quick recap

The meeting focused on organizational planning for sports programs, including discussions about insurance management, scheduling, and team operations. The group addressed administrative matters such as bylaws, budgeting, and the formation of a booster club, with specific attention to financial procedures and fundraising needs. They also covered program development challenges, particularly regarding coaching recruitment and parent involvement, while planning for future events and organizational structure.

Next steps

- Christine to package up and share the bylaws and mission statement with Coach Baldwin and Megan.
- Rachel to contact Coach Baldwin to confirm the booster club name and get approval.
- Rachel to apply for the EIN for the booster club.
- Rachel to work on the incorporation process for the booster club.
- Rachel to contact Jennifer Kirtland about how the booster club address/mailbox setup works.
- Rachel to request visibility into the program's current financials from Coach Baldwin.
- Rachel to set up group meeting with Coach Baldwin for the week of November 10th .
- Rachel to update Coach Baldwin on the current banquet RSVP status.
- Christine to ask Mike Balducci about insurance options and incorporation details.
- Team to create a budget for the booster club including insurance, incorporation fees, mailbox expenses, and website costs.
- Team to focus on recruiting additional board members at the upcoming banquet.

Summary

Insurance Business and Soccer Updates

Christine and Kristy discussed Kristy's new role managing her in-laws' insurance business, which is currently busy with renewals and open enrollment. They also talked about varsity, which has had a challenging season with a tough schedule, and mentioned that CIF brackets would be released the

next day with games starting Tuesday. The conversation concluded with Christine and Rachel discussing the organization's meeting frequency, with Megan Seager expressing concern about time commitment.

Leadership Planning

Christine expressed her willingness to serve as president initially, with the possibility of transitioning to a secretary role in the future. They also touched on the importance of planning and budgeting for upcoming events and programs, including camps and other activities.

Booster Club Bylaws Update

The group discussed bylaws and mission statements, focusing on proxy voting and financial procedures. They decided to remove the proxy voting provision and require two signatures for all checks. Christine and Rachel agreed that the budget should be proposed by a Budget Committee, including the treasurer and coach, and approved by the board. The group also discussed insurance requirements and costs, with Christine mentioning a recommendation from Mashburn for a \$400 annual policy. They planned to use funds from the coach to set up the account and create a budget for the booster program.

ANHS Girls Flag Football Booster

The group discussed incorporating the flag football booster club and establishing necessary paperwork, including an EIN and fundraising approvals. They agreed on the club name "ANHS Girls Flag Football" and decided to check for name availability. Rachel will handle the EIN application, manage incorporation and share documents with Jennifer Kirtland for input. They also discussed setting up a Google Workspace for the booster club and the need for a PO Box. The team noted that 19 families had responded to the banquet RSVP, with 52 total guests expected so far.

ANHS Flag Football Booster Club

The group discussed the formation of a flag football booster club, focusing on fundraising needs and organizational challenges. They reviewed the incorporation name "ANHS Girls Flag Foot Football " and agreed to confirm it with Coach before proceeding with EIN registration.

The discussion highlighted concerns about low return rates from JV players and the need for consistent coaching, with Kristy emphasizing the importance of early fundraising to address these issues and maintain program stability.

Booster Program Financial Planning Review

The group discussed the status of the Booster Program and the need for financial visibility to determine the best rate for coaching and make a deposit. They agreed to provide an update to the relevant party and focus on recruiting board members at the upcoming banquet. The team also reviewed potential new members for next year's program, noting uncertainty about several families' participation.