

Granada Supporters General Meeting
December 12, 2016

Meeting called to order at 6:29 pm

In attendance: Ian Murphy, Kenny Murphy, Scott Cole, An Fields, Kim Connors, Lillian Steinle, Jean O'Neil-Opipari, Jen Grundherr, Sharon White, Lisa Jost, Kay Henrich, Matt Gould

1. Approval of Minutes

- 1st motion: Lillian Steinle
- 2nd motion: Ian Murphy

2. Treasurer's report:- Ian Murphy

- Current account balances: Checking account balance is \$62,479.24
Money Market Account balance is \$335,595.17
- Team account balances are up to date
- Tax returns are filed and mailed to IRS, State of CA, and Justice Department.
- Bingo permit will be filed with Livermore Police Department this week.
- Supporters needs to update PO Box form for Post Office
 1. Motion made by Kim Connors to update PO Box form with current board members as key holders
 2. 2nd – An Fields
- Report on checks written from November 1-December 12. Report is off to Quick-Books.
 1. Motion made by Jenn Grundherr to ratify checks #4984-# 5006 written 11/1-12/12
 2. 2nd- Kim Connors

3. Jacketback Embroidery: Matt Gould

- Offering a letter jacket fundraising program called Promoting Positive Preps- Showing the accomplishments of students in jacket form
- Have met with about 10 local schools
- Also have been present at football games and have built the business through word of mouth
- For each jacket purchased, they donate \$25 to the Supporters group
 1. Donation to Granada for 2016 is \$1,000
- Requesting permission to put flyer in with their letter that is specific to the school
 1. Need to bring up with administration to approve
 2. Suggested approval through district to put it out on Peach Jar

3. Idea to have team submit flyer and get the donation for their team
 4. Jean will talk with athletic director and principal to approve flyer with letter
 5. Send the flyer to team parents and they can hand out at spring sports meeting
4. School Newspaper- Lisa Jost
 - Scheduled for March 4th bingo donation night
 - Looking for other sources to cover printing costs for school newspaper- cost is \$600 per month
 - Some volunteers at bingo donated their hours this quarter
 - Suggestion was made to contact Altamont Cruisers for a grant- can download app from their website
 5. Snack Bar- Sharon White
 - Currently being used by boys soccer and basketball will operate on its own for home games
 6. Review of Timeline- Jean O'Neil-Opipari
 - December
 1. Renewed Bingo permit
 2. Invoice Les Schwab and Carl's Jr.
 3. Turned in district paperwork today
 4. Began internal audit- plan to do some revamping and ask a CPA to come help with our bookkeeping
 5. Remove Go Daddy –domain name from timeline
 - January
 1. Spring sports meeting-likely to be middle of the month
 - February
 1. Prepare for Granada Expo in March- need volunteers for the Supporters table
 2. Working on obtaining priority wish lists form PJ and staff for 2017-2018
 7. Bingo- Ian Murphy
 - Net Profit totaled \$55,020.87 from Aug-Oct 2016. \$46,767.74 went to the groups/classrooms/activities at Granada. \$8,253.13 goes into Supporters account.
 - Present quarter is going well. We are at \$34,714.25 gross profit with five dates left to go in quarter

- New Year's Eve reservations are going well. We are at a little over 100 PRE-PAYS
- GHS counseling office had their donation night and got \$485 towards their new whiteboard which has already been purchased. Theater/Drama had their donation night this past Saturday and set the donation RECORD with \$641.50! The cast and crew of Play-On came in costume greeted players and served cookies.
- We are looking at adding additional bingo dates. Kelly Bowers is involved and would like to open the additional days (Sunday and Wednesday) to all schools in the school district.
 1. Granada would continue to run Saturday nights and the additional dates would be open to all schools in the district.
 2. Granada Supporters would oversee all operations including the banking and bookkeeping
 3. Net profit would be divided by total volunteer hours for all dates to come up with an hourly rate.
 4. Total hours for each school would be multiplied by hourly rate and Granada Bingo would mail a check to each school's PTA.
- If the additional dates do proceed we may need to hire a Bingo Coordinator to oversee all operations, schedule volunteers, callers, and bankers for each session. Coordinator would also handle all advertising, banking, paying the bills, and being on campus for all sessions.
- Approaching two year anniversary at Granada Student Union. Granada Bingo has made \$428,508.21 Net Profit from February of 2015 through October 31, 2016

8. PCIC- Jean O'Neil-Opipari

- Jean met with architect doing the work for the "bond" money
- They have gathered from schools and the community
- Can look on website to see what has already been done
- Will be getting a report in February of how these changes will be implemented
- Jean will get out a power point that gives a great overview of their plan

9. Band- Jean O'Neil-Opipari

- Combined Concert (Orchestra and Band) on Tuesday the 20th at 7pm in the GHS small gym
- Shop with a Cop and the Holiday Parade went well. Everyone was spirited.
- Collecting money for Adopt-a-Family and working collaboratively with Newkirk.

10. Gala Fundraiser- Lillian Steinle

- Current net balance for Gala is \$4,643.15
- Raffle basket at “Play-On” performance to promote the gala event
 1. Ian is covering the raffle table for 12/8, 12/9 and 12/14-need a volunteer for 12/6 and 12/17 performances
 2. Will move raffle basket to student union for couple of hours for Bingo
 3. The star of the “Play On” show will announce the winner during the final performance
- Discount tickets for Granada Staff- \$50 each
- Ask Clark to send out an email blast to winter sports team reps to purchase tickets for coaches as a gift
- Seeking additional marketing suggestions to better promote the event and boost ticket sales in January
 1. Continue to use Peach Jar and Facebook page
 2. Seek guidance from Grad Night chairs or other people we know with marketing expertise
 3. Send an Evite out via email by grade level to make it more personable
- Next Gala meeting will be 1/10, 6:30 pm at Campo di Bocce

11. Old Business

- Motorized screen to be purchased for student union after Jean meets with Brad to discuss

12. New Business

- Review and update bylaws
- Put together a Grants Committee
- Complete supporters paperwork for the district- Already completed

Meeting adjourned at 8:06 pm by Jean O’Neil-Opipari

Meeting notes submitted by Jenn Grundherr, Supporters Secretary

December 18, 2016