

St. Patrick Athletic Association
August 5, 2012

The meeting was called to order at 6:30pm by Dan Lawless, opening with prayer.

Meeting Participants: Lisa Bartlett, Tricia Beachnau, Diane Bissell, Sue Bosworth, Sherri Dixon, Carol and Don Gunderman, Randy Hodge, Dave Kramer, Dan Lawless, Neil Miros, Sheri Platte, Chris and Janet Pung, Glen and Eva Pung, Randy and Andrea Pung, Pat Russman, Teresa Schneider, Kim Schrauben, Amy Smith, Gayle Thelen, and Christine Wilcox.

There were 24 people in attendance at this meeting.

Secretary's Report: Minutes from the previous meeting were accepted.

For the school year 2011/12, there were 20 core participants in the Athletic Association. Of those 20: 3 have graduated youngest children; 8 will graduate their youngest in the next 3 years; 3 have youngest children in junior high; 3 have youngest children in upper elementary; and 3 have youngest children in lower elementary or below.

Treasurer's Report: Dave Kramer provided financial statements for year end (June 30, 21012) and the first statements for the new fiscal year (July 31, 2012).

In reviewing the statements, it needs to be noted that the numbers have changed since the June Athletic Association meeting – where it appeared we had a large overflow of monies, in reality, we had a balance of \$3,617.65 as of 2011/12 year end.

Dave met with Mike Johnson this past week. With the new accounting system, reports will be changing and hopefully more user friendly. As of now, it is difficult to discern which accounts money is being credited and debited. With the new accounting system, Dave will have full access to account reports, he will be able to access them and print them at will. Also, if there is a request, he has the ability to pull up accounts and present slide shows/graphs, etc..

For the 2012/13 school year, we are working with a proposed \$170,000 budget.

Financial Report Year End – June 30, 2012

Checking Balance	
Parish Account Balance	\$ 9,623.88
PFCU Checking Account	\$ 274.78
PFCU CD (Matures 2012)	\$23,794.54
PFCU Savings Account	\$ 5.08
PFCU Money Market Account	\$17, 514.82
PFCU Officials Account	\$ 916.25
TOTAL Fund Balance	\$52,129.35

Financial Report – July 31, 2012

Checking Balance	
Parish Account Balance	\$ 9,979.98
PFCU Checking Account	\$ 274.81
PFCU CD (Matures 2012)	\$23,897.61
PFCU Savings Account	\$ 5.08
PFCU Money Market Account	\$17, 517.06
PFCU Officials Account	\$ 916.25
TOTAL Fund Balance	\$52,590.79

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Sports Raffle:

Eva Pung reported that sales of 2012/13 sports raffle tickets are going well. 150 out of 300 tickets have been sold.

Raffle Winners:

June: Tom Leik Jackie Morris DeeDee Hoppes Amy/Todd LaJoy
July: Junior/Ann Miller Kurt Beard Mike Coyne Keith/Shayla Schneider

Athletic Director's Report: Pat Russman provided the Athletic Director's Report.

- First football practices for Varsity begin tomorrow.
- Tomorrow will know more if any of our competitors have a JV squad in which we can scrimmage
- Volleyball and Cross Country begin practice this week
- All schedules are in the bulletin and online
- 5/6 Girls Youth Basketball practice begins 8/13. Coach is Ken Cook.
- Physical Cards are due before practice
- CMAC AD meeting for the new school year is 8/6/2012
- Catholic Youth Activities Conference (in which our 5/6 graders play) start of year meeting is also 8/6/2012.
- TK III Golf Outing is August 11, 2012 – proceeds will pay for a new line machine for use with the football, softball and baseball fields. This machine will save hours of time.

OLD BUSINESS

Fall Fest Update: Christine Wilcox reported all is on schedule. She is interested in having someone shadow her and take over as Chairperson in the coming year.

Old Uniform Sale: Many warm-up sweats from all sports and from several years back. It was proposed these would be offered for good will donation at the school uniform sale the weekend of August 10 and at the School Open House on August 21, 2012. Carol Gunderman and Kim Schrauben will lead this sale.

Bus Issues:

1. **Bus Parking:** Currently, the bus sits out in the parking lot by the Administration Building. The bus has incurred a faded and damaged roof. Dan Lawless proposed parking the bus in the building designed for the bus at the Fr Flohe complex. Field and Grounds Chair has been contacted and agreed. Issues this presents: the area in front of the building door is not designed for a bus to drive over – this would cause great damage to the grassy area in front of the door. Also there is not sufficient room to drive the bus in straight between the buildings, meaning the driver would have to work back and forth to get the bus in – this can be done, but on a muddy or snowy day would not be advised. At this point, it is decided to park the bus inside the barn in the summer months, to put a new door on the other end of the barn as a wish list item, and Randy Hodge will look into getting the current roof fixed. Also discussed was that the floor of the building does not contain a drain, so if it is a slushy or snowy day, this could cause water issues in the barn. The parking lot parking presents issues for the bus

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drivers, as people park too close to the bus, making it highly difficult to maneuver the bus out of the parking lot. Also, when exiting the parking lot, there is a transformer close to one side of the drive and a parking lot sign on the other side that cause issues for bus drivers.

- 2. Lack of Bus Drivers:** We are in desperate need of bus drivers – currently we have four people who are qualified to drive the bus. With more than that amount of sports going on in one season, it is necessary to qualify more people. There is a training this Fall (5 evenings in September). We need at least 4-6 more drivers, if not more. This request will be put on the website and in the bulletin. We are asking each member to reach out and ask two people to complete the courses. Don Gunderman has agreed to attend training this fall. Please see Randy Hodge if you are interested. The Athletic Association will reimburse charges incurred in the licensing process. Last year more and more teams had to provide their own transportation – which is not ideal. Riding the bus provides team bonding and is proven to be much safer than many cars on the road to and from events. St. Patrick coaches or athletics cannot organize car-pools. If parents wish to do this on their own, that is okay, but please be advised, due to liability issues, this cannot be organized by any member of the school. At this point, all Junior High sports should expect to provide their own transportation. The bus will be utilized when a driver is available.

Scrap Metal fund raiser: It was proposed that in conjunction with the school, this fundraiser be designated for the school bus needs and purchase of a new school bus in the future. This will be dubbed “**METAL for METAL**”. The next scrap metal drive will be October 27, 2012. Randy Pung will coordinate. We need many more workers and trailers than we had in the spring. Please contact Randy Pung at 517-719-4257 to volunteer.

School Board Liason: Diane Bissell reported that the new Diocesan formed school boards are committee driven. The policy committee is headed by Jill Scheurer and will dictate the policies of the school. This is the committee athletics falls under. The Athletic Association has been asked to appoint a liason to be on call to this committee. It was proposed by Andrea Pung that an officer and member at large would be a good choice for this calling. Amy Smith motioned/Lisa Bartlett second. Neil Miros (Vice President) and Sherri Dixon (member at large) volunteered to be our liaisons.

Stewardship Committee Ministry Fair: This is planned for sometime in October. The Athletic Association is interested in manning a table. It was discussed that after Sunday Masses, this event in 2010 was well attended. The event on Saturday was less attended. This was tabled until a date is established by the parish.

AED Purchase: This is in response to a Parish Administration request that an AED be purchased for the Fr. Flohe Facilities. Randy Hodge reported that we are on a waiting list to the foundation that we applied for a grant with in the spring. Again, it is unlikely we would be awarded the grant as we have three AED's on our facilities. They are located: in the church, in the coaches office, and in the first floor hallway of the school. These are serviced by maintenance staff. After discussion, it was decided that Pat Russman would take the AED from the school hallway to the Fr. Flohe Facilities for the time prior to school starting. After this, the AED from the coaches office would be transported back and forth during sporting events. All Assistant AD's should become aware of where the AED is for their particular sport so if an emergency arises, the assistant AD can quickly locate and gather the AED.

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Strategic Long Term Planning; Neil Miros and Dave Kramer are our representatives on this committee. The following information is from Mike Johnson:

Strategic Plan as of 6/15/12: Please be aware that there are not any gym blueprints. This past week Fr. Larry signed a contract with Dan Vos Construction Company to furnish conceptual drawings of what our campus could look like. As of today, we have not been invoiced any work and do not expect any billings for anything until at least August. Over the coming weeks, they will complete a current site plan displaying all our boundaries and buildings and then produce the conceptual drawings. After the drawings are completed and reviewed by the parish administration we will give them to the long range planning committee to analyze and make suggestions to change, etc.

NEW BUSINESS

Homecoming and Merchant Night – Scheduled for Sept 29 at 1:00pm at Portland High School. Neil Miros will coordinate Merchants Night.

Season Passes – Lisa Barlett reported these will be available by August 21, 2012.

Fall Season Assignments/Assistant AD's: Dan Lawless passed out directions for Assistant AD's. Essentially, the Assistant AD for each sport is responsible for getting gate and concession workers; the money box; set up and take down of the gym; emergencies that arise in the game; greeting the opposing team; and other various tasks associated with their sport. For the Fall Season, the following parents have stepped forth to be the Assistant AD's for their respective sport:

Varsity Football: Dave Kramer

JV Football: Sue Bosworth

JR High and Youth Football: Dale Cook

Varsity / JV Volleyball: Lisa Bartlett and Tricia Beachnau

Jr. High Volleyball: Kim Schrauben and Lisa Bartlett

5/6 Girls Basketball: Carol Gunderman

Money Boxes: The Assistant AD will get the money boxes from Amy Smith in the Parish Office at the beginning of their season. They are then responsible for these boxes: there will be disposable deposit bags for each game. The 50/50 monies need to be deposited with the gate/concession money. Mike Johnson will have detailed directions for this in each box. Feel free to exchange monies in the boxes, but always keep the same amount of start up cash (for example, if you do not need that roll of quarters, exchange it for 10 ones).

In other Fall Assignment Notes:

- Pat Weller has agreed to announce for Varsity Football games
- Girls Volleyball and Basketball will split the four home football games for 50/50
- Portland High does not pay overtime for field clean-up, so when we have a Sat game – we will need to clean the field prior to our game. Dave Kramer will send out email request for help – please respond – many hands make fast work!
- Don Gunderman agreed to be in charge of the Varsity chain gang – anyone who wants to join, please contact Don.
- Randy Pung agreed to purchase concessions for another year
- 50/50: Deb Miros will coordinate the raffle license; Carol Gunderman will coordinate the selling tracker.
- Chris and Janet Pung will coordinate Varsity Football concessions and concession license.

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- It is suggested that you trade gate/concessions with another parent not in your sport – for example, if you have a varsity volleyball player – trade gate/concessions/clock with a junior high player’s or football player’s parent so you can watch your sport.

Parent Meetings – The assistant AD for each sport will coordinate with the coach a quick parent meeting. This is suggested at the end of a practice or another agreed upon time. This is to allow the coach to provide the parent with their philosophies and expectations. It is also a time for the Athletic Association to present parents with expectation of athletic parents and for parents to ask questions. This will be conducted at every level (from 5th to 12th grade sports) and in every season Fall, Winter and Spring. There is a “What to Expect” pamphlet online for athletic parents. Carol Gunderman will get copies of this to each Assistant AD.

Sept 7 Tailgate - DK/K – The PTO will be hosting a tailgate for K/DK granting free admission into the game for the students that attend the tailgate. Hot dogs, sides, etc.. will be provided. All Athletic Association Members and families are invited. Tailgate begins at 6:00pm.

New Members: Discussion surrounded needing new members to the Athletic Association. With 50% of our crew “graduating” in the next three years, it is necessary to recruit new members. The dates of the meetings will be put on game rosters. A reminder that attending 8 out of 11 meetings, a free family pass is earned worth \$200. Also, as we talk with new parents (especially at the 5/6 7/8 levels) invite them to join our meetings. We are not pay to play – but “work” to play. A budget of \$170,000 is a great deal of money to raise and we have a great parent body who help do it all!!

Recognition – Al Schrauben was inducted into the Greater Lansing Coaches Association Hall of Fame! Great Job Al! We are very proud (and blessed) to have you in our midst all these years!!

Meeting ended with prayer; Adjourned at 8:00pm: Amy Smith motioned, Sue Bosworth seconded.

Next Meeting: September 9, 2012 – 6:30pm.

Respectfully submitted,
Carol Gunderman

Remaining Athletic Association Meeting 2012-13 Dates. Meetings begin at 6:30 p.m.

Sept 9, 2012

Oct 12, 2012

Nov 4, 2012

Dec 2, 2012

Jan 6, 2013

Feb 3, 2013

March 3, 2013

March 24, 2013

May 5, 2013

June 2, 2013