



**MINUTES OF THE ANNUAL MEETING OF THE BOARD OF DIRECTORS OF
JAGUAR PLAYERS BOOSTER CLUB, INC.,
ANNUAL MEETING**

1. Time and Place. The Board of Directors (“Board”) of JAGUAR PLAYERS BOOSTER CLUB, NC. (the “Corporation”) held the ANNUAL Board Meeting on 20 May 2024 at 6:10 pm, Arizona time.
2. Attendance. The following directors of the Corporation were present: Marisa Brady, Sharon Smith (via phone; joined in person at 6:51).

Board members present included:

Angi Wolf, President
Karen Cooper, Vice President
Marsha Spencer, Secretary
Keely Hitt, Treasurer

The following guests were present at invitation of the board.

Jen McVaugh
Jamie Pate
Allison Hawley
Joanna Wilson
Sarah James
Diana Contreras
Danielle Covich

A meeting notice was sent to the directors. Each director was provided notice of the meeting, any who did not attend executed a waiver prior to the meeting which included an agreement to proceed with the meeting as though formal notice had been given to the directors in accordance with the Corporation’s Bylaws. *No board members were absent.*

3. Special Announcements:
 - a. None
4. Presiding Officers and Quorum: President Angi Wolf called the meeting to order at 6:10 pm, Arizona time. A quorum of the directors was present, and the meeting, having been duly convened, was ready to proceed.
5. Agenda: Move to add elections to the agenda. Upon motion and second, no objection and no abstention, motion passed.



6. Officer and Staff Reports

- a. Secretary: Reading of Minutes from previous meeting on 2.27.24
 1. Approval of minutes: Secretary: Upon motion and second, no objection and no abstention, Minutes of prior meeting were approved and will be placed into the Corporate Minute book.
- b. Treasurer's Report:
 1. Expenditures to date were discussed and ratified.
 2. Upon motion and second, no objection and no abstention, motion passed.
 3. Profit and loss state provided and discussed. Current statement provided and placed into Corporate Minute book.
 4. Total Net Income is \$4,019.61 (\$39,545.83 revenue less \$35,526.22 expenses)
 5. Total Cash across the four bank accounts is \$31,100.38.
 6. The spring musical netted us profit of \$7,191.40. Gross revenue was an all-time high of \$23,384.95, but total expenses were also higher at \$16,193.55.
 1. Just for comparison our profit from last year's spring musical (ITW) was \$6,838.54.
 7. Based on the communicated collections at each show (Raffles or Break-A-Legs) – we need to transfer \$1,432.16 to the scholarship fund. This will bring our scholarship balance up to \$2,875.21.
 8. 2024 Junior Thespian Festival expenses netted to \$119.97 (this is electronic payment fees + one scholarship).
 9. Concessions – we lost \$643.49 on concessions for the spring musical. I think there are a couple of items driving this:
 1. Jeremiah's unexpectedly increased their costs to \$3.49 per unit (was \$2.69/unit – a 30% increase!). We need to increase the price from \$5 to \$6 in order to cover that going forward.
 2. We should also probably increase the per unit price of everything else (candy, chips, sodas, waters) as well.
 3. This loss does include the total cup purchase (including the cups that will be used for the next Fall Play). If you take the expected profits from that (approx. \$600) we basically break even, but we don't make any money.
 10. Raffle income was at an all-time high of \$2,951.24.
 11. The Kyrene Printshop hadn't sent us an invoice since last September. I worked with them a lot last week to get everything invoiced and paid (they even sent some charges by mistake to our PTSO). This is something we should keep an eye on going forward.
 12. Once we elect new Board members, I will go in and file our Annual Report with the AZ Corporation Commission. It's not due until 8/20/24.



1. We do NOT need to comply with the new FinCEN regulations that AZCC has been sending out communications about. As a 501(c)(3) we are exempt from those requirements.

13. Ludos wouldn't release ticket sales initially because they thought we crowd sourcing, check with Keely to be updated if this happens again.

7. Committee Reports:

- a. Member at large: Open
- b. Marketing Committee: Open
- c. Website Committee: Laura Cherington – 8th grade parent
 1. Need photos from the fall play
 2. Karen is working on getting photos in a shareable format
 3. Uses Wix – need a new parent to take over in the fall
 4. Yahoo emails can now be included – thank you Ken
 5. Ali will send the cast and crew photo to Angi
- d. Inventory Committee: (Angi took inventory)
 1. Totes: 15
 2. Med pull over hoodies – 3
 3. Zip up hoodies XL – 5, 1 XXL
 4. Aprende make-up bags – 4
 5. JP make-up bag – 4
 6. Yellow and black bracelets – 15
 7. Circle stickers 116 (logo)
 8. Rectangle Sticker 97
 9. Magnets (48)
 10. New crew shirts (10)
- e. Décor Committee: Jen Hunsaker, Danielle Covich and Ali Carter
 1. Jen Hunsaker updated job description
 2. Business as usual, went well
 3. Danielle Covich will be continuing as committee chair next year
- f. Volunteer Committee: Andrea Wiley and Joanna Wilson
 1. Sign up genius worked well.
 2. Concessions: Need concessions set up time to be highlighted
 3. Need to keep bouncers/ushers
 4. Would be helpful to have sign up genius printed and present at show so volunteers can be reminded of their roles.
 5. Have a sign hanging up outside to direct volunteers as to where to check in.



6. Joanna Wilson be continuing as committee chair.
- g. Playbill Committee: Lauren Schwartz
 1. Things generally went smoothly. More playbills did need to be ordered the second weekend.
 2. Lauren has updated the job description.
 3. Lauren is willing to continue this committee next year.
- h. Tickets: Karen Cooper
 1. Fri 4/26 7 pm 225
 2. Sat 4/27 2 pm 135
 3. Sat 4/27 7 pm 108
 4. Sun 4/28 2 pm 88
 5. Fri 5/3 7 pm 194
 6. Sat 5/4 pm 147
 7. Presale = 618
 8. Box Office = 289
 9. Total Ticket = 897
 10. Allison Hawley will be taking over for next year
 11. Karen will take screen shots of the Ludos platform and share with Allison
 12. Request some repeat volunteers for tickets
 13. New square reader would be helpful to sit in box office
 1. Keely will order
 14. Printing tickets two sided was the same cost as single sided
- i. T-Shirts: Allison Hawley
 1. Posters/Stickers
 1. Ordering posters and stickers from Kyrene Print Shop went smoothly.
 2. Did the amount we ordered work for what we needed? Should we order the same number next year? – Brady said yes we had the right number of posters.
 2. T-Shirts
 1. Ordered a few extra crew shirts to have on hand moving forward. Not sure if we'll need to do that with every show or not.
 2. Second t-shirt order went well. I believe we sold quite a few at the shows.
 3. Mean Girls show shirts sold particularly well because they were so cute and popular with school staff. It is not expected that all show shirts would sell so many.



- j. Graphics liaison: Ariceli Frausto
 1. Ariceli is returning.
- k. Concessions: Jen McVaugh and Jamie Pate
 1. Talk to the 2024/2025 Booster Club about raising **prices for concessions**, we are paying more for them in the stores but haven't raised our prices
 2. **Specialty Cups** are more expensive, selling them for \$5 (fall) -\$6 (spring) might need to be revisited
 1. **Start fall with \$7 in fall.**
 3. There is enough **popcorn & bags** to get you through the Fall Play and maybe the Spring Musical
 1. Keep empty popcorn bags each night to help track inventory
 4. **CANDY** that won't expire I will save for you to sell in the Fall (we have kept this previously backstage by the Booster's Closet)
 5. Left over **Sodas, Chips** and **Waters** can be used at the Cast/Crew Party (5/4/24) and/or Jaggie Awards (5/14/24)
 1. Keep water at a \$1
 2. Soda at \$2
 3. Candy \$3
 4. Chips \$2
 5. Paper bag of popcorn stay \$1
 6. **House managers used to count inventory pre COVID**
 6. **Jeremiah's Ice** – Corporate raised their catering pricing at the beginning of the year from \$2.69 to \$3.50 each (non-ice cream variety). We kept our price at \$5 since that's what they charge when they bring it in for the school kiddos (is that still what they charge?) but you may want to revisit this with the boosters as well
 1. Fall 2023 we sold 92 at \$2.69 + Tax = \$267.52
 2. Spring 2024 so far we have sold 144 with two shows to go at \$3.50 = \$504
 3. Increase price to \$6 in collaboration with PTSO – Jamie Pate is also on PTSO
- l. Fundraising Raffle: Angi Wolf
 1. Need a volunteer next year
 2. Only expense is tickets
 3. Angi has a list of current of people who have donated
 4. Quannah helped with online donations this past year and is considering helping.
 5. Could also look into focusing on sponsorships.
 6. **Executive committee will need to be planful in the fall** of how to fill this role.
- m. New York City Committee: Debbie Plenn
 1. No updates.
8. Unfinished Business:



- a. Interim Board Expenditures: None.
 - b. Business carried over from last meeting: None.
9. New Business:
- a. Election of New Board
 1. Directors moved to approve to retain current directors.
 1. Both Directors approve.
 2. Discontinuation of Board Participation due to end of term:
 1. Angi Wolf – President
 2. Karen Cooper - Vice-President
 3. Continuing Board Members proposed:
 1. Marsha Spencer, Secretary
 2. Kelly Hitt, Treasurer
 3. Marisa approved, Sharon approved
 4. New Board Members proposed:
 1. Joanna Wilson recommended for President
 - a. Marisa approved, Sharon approved
 2. Sarah James and Meredith Smith as co-vice presidents
 - a. Marisa approved, Sharon approved
 5. Directors unanimously approved continuing and newly proposed Board Members.
 - b. New York Trip
 1. Leaves Saturday
 - c. Fall Play
 1. No dates yet.
 2. Show will be in November.
 3. Will be announced over the summer.
 4. Recruitment of 6th graders at meet the teacher night
 5. Sensory Show
 1. Did not attract the audience it was intended for.
 2. Did get good publicity in local media, but it wasn't connected to how to purchase tickets.
 3. MPR makes it difficult to hold shows during the day to bring students to Aprende.
 4. Brainstorming ways to reach the audience.
 6. Two show day this spring with understudy show in the afternoon and evening show worked well.
 7. Pre-recorded show speech worked well, but people like Brady's energy to open the show.
 8. Booth at meet the teacher (1 in the afternoon) we have a booth that alumni staff – sell swag.



9. Sell swag at first parents meeting.
 - d. Pueblo will probably buy our old spot light for \$800.
 1. Keely can invoice them, they do not have boosters.
10. Announcements:
- Executive Board Meeting:
 - First week of August 6th (Tuesday) Joanna's house at 6 pm
 - Angi will be sending out thank you cards to all of our donors.
 - Adjournment: There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:20 pm Arizona time.

Respectfully submitted this 21st day of May 2024.

/s/ Marsha Spencer
Marsha Spencer
Secretary to the Board