

PHS Girls Basketball Boosters Meeting Minutes
Dec 1, 2025
Via Zoom Link

Attendance:

Kim Lucy
Lindsey Mogren
Erin Lane
Jenny Bresnahan
Ivy Robichaud

Meeting called to order at 5: 33

1. Approval of Minutes from Meeting Nov 13
 - a. Lindsey moves to approve, approved
2. Short filling with **NHCT** (12/1/2023-6/30/2024) – Lindsey will reach out to last years Treasurer (Jody) and get clarification on dates.
3. We will need to file a **tax card - 990**.
 - a. Lindsey will do this, looking at last years
 - b. suggest filing for 7/1/2024-7/1/2025 which is the most recent fiscal year.
4. Need to update officers and change the primary address (which is currently Heather's). recommend changing it to the school. In **Articles of Agreement** – Lindsey is printing and will email the state to get updated.
5. Credit Card Machine,
 - a. We are purchasing the machine; we need to invoice the boys boosters (Lindsey)
 - b. Need to purchase the machine soon, so we can set up the account – coordinate accounts w/ boys team.
 - c. Need a Debit card (see below) - Jenny and Lindsey will purchase the Card Machine.
6. Data / Wifi Booster -who has a Verizon account?
 - a. Need to attach it to an existing Verizon account and then pay directly. Lindsey will go to Verizon to ask about this.
 - b. Monthly cost will be split w/ the Boys Boosters (first home boys game is 12/15
7. Debit Card – Lindsey working on getting a Debit Card from the bank
8. QR Codes for **Jersey Mikes** – all done.

- a. Families \$10 per away game, bring check or PPC mtg, written out to PHS Girls Basketball Boosters
 - b. We pay upfront, collect from parents,
 - c. QR Code leads to google form, Kim will compile and place season order to Jersey Mikes
 - d. Ivy to Add QR Code to handout for PPM
9. PPC meeting Handout – Ivy to print at Staples and get reimbursed 50 copies
- a. Jersey Mikes Signup
 - b. Team Dinner Signup QR codes
 - c. Snack Shack Volunteer Sign Up
 - d. Snack Shack, donations sign up
 - e. Boosters Comms?
10. Media Day
- a. JV/ Reserve 2:15 - 3
 - b. Boys leaving some photo prop from their media day
 - c. 3pm – 4pm for varsity
 - d. Kim and Jenny will be there to collect snack shack donations, take checks for away game meals, and sign-ups for away game meals.
 - e. Daves Hot Chicken – nah... not before practice
 - f. Check to Maggie for Sunday? Maggie to invoice.
11. Daves Hot Chicken is donating to the Boys Media day so let's have Daves donate to some other event maybe over Feb Break.
- a. Olive Garden also sponsors
 - b. Getty is also a potential sponsor for a breakfast etc.
12. Snack Shack
- a. Pricing – Jenny is creating a poster
 - b. Cup of noodles? Yes
 - c. Ivy to create spreadsheets for Pizza and share with Trina
 - d. Nikki's is doing first home game.
13. Fundraising – Snap raise - need to get this going
- a. We need to email SnapRaise to get this going – Jenny to follow up.
 - b. Option to buy-out?
 - c. Goal?
 - d. More on this next meeting – Hop helps
14. Community / Volunteering – community Fridge?

15. Budget –

- a. What expenses should we anticipate ?
- b. Current balance about 22K –
 - i. Jim Nevins Funds
 - ii. Where do these exist and how much?
- c. Senior Night, @1k
- d. Online Fundraising – goal of \$6500 (\$250 / per player)
- e. Sponsors so far
 - i. CMG
 - ii. 3 Point
 - iii. Dunkin
 - iv. MB2
 - v. Getty
- f. Logos Lindsey will put together in a folder so we can share on Insta and and on the website
- g. Not anticipating huge \$ from snack shack this year due to many games on week nights
- h. Currently at a deficit as currently projected.
- i. Jim Nevins funds, extend scorers table?
 - i. 4k = Jim Nevin Award, volunteer of the season type of thing, plaque costs \$100 (where is this money? Heather P has it)
 - ii. 11K in the Boosters account is the Jim Nevin Fund
 - 1. Can be used for senior scholarships etc.

16. Youth Night

- a. Youth Night - maybe we don't involve Gather again, as it did not amount to much last year
- b. Sponsorship – gets your name on the back of the t-shirt
- c. Erin working with DJ – has contacts for all elementary schools etc.
- d. Potential dates Dec 18 or Jan 9th (Friday)
- e. Need to buy t-shirts – black dry-wick t-shirts, gold or white markers for the girls to sign the shirts
- f. DJ is working on getting sponsors and gift cards for all the games played at Youth Night
- g. Usually a photo at half time? Or basketball musical chairs and photo at ends of game during shirt signing.
- h. Youth go into locker room w/ Varsity team pre-game? (8th graders? Only)
- i. Hype Tunnel?

17. End of Season Banquet, Kendra M has volunteered to coordinate

- a. Elk Club, hoping for about \$4k total cost
- b. March 18/19 – to be confirmed

18. Boosters Coms – Mail Chimp? Should I chase this down?

- a. Only Hop can use Final Forms
 - b. Ivy to follow up with Heather to get access
- 19. Programs for first game?
 - a. Who creates these?
 - b. Need to get Logos on the programs.

20. Schedule/ Photos from Media day (Vista Print)

21. Next Boosters Meeting –

- a. Right before first home game? Wed Dec 10 5:30, zoom. Quick catch up prior to first home game.

Respectfully Submitted,
Ivy Robichaud