

PFPS Athletic Booster

2023-2024 Year Statement

June 2024

Overview

The 2023-24 school year was the Athletic Booster Club's sixth year in operation at PFPS's facility in Springfield.

FINANCIAL

Kathy Nelson, Kate Day and Kelly Robinson worked together to reconcile receipts and make payments to vendors quickly. Going forward, the Booster Club will continue to use Purchase Orders prior to ordering any merchandise so we have better reporting and accountability of merchandise purchased. The process for submitting payments has been streamlined and new forms were created by Kelly Robinson. The Booster Club started using the item functionality on the square to track individual sales of items. The final balance of the 23-24 SY as of June 6, 2024, was \$14,547.59

CONCESSION STAND

Tina Wegrzyn ran the concession stands operation and the purchasing of items. We opened the outside concession stand through the Fall and Spring. The Winter concession stand provided additional revenue to the Booster Club. There was strong student involvement in the concession stand. We were able to expand our merchandise sales.

SPORTS CELEBRATION

Banquets transitioned to Sports Celebration Nights for athletes. An event was held for the Fall, Winter and Spring seasons. The Fall format was all athletes gather for a shared celebration of awards and split into team centered celebrations. The Winter and Spring were more team-oriented celebrations. The Booster Club was able to purchase new banners for all sports in the 23-24SY.

SPIRIT WEAR

We continued to purchase from locally owned printing companies that provided faster service and a boost in community revenue for local businesses. We restocked our inventory several times with new inventory of pajama bottoms, team specific shirts and new styles of hoodies and they sold quickly. We were able to expand our merchandise sales and support other areas of the school including drama and music.

VOLUNTEERS

Concession/Volunteering chairperson Tina Wegrzyn continued to use the Signup Genius volunteering app, and it was extremely efficient in all fall/winter/spring games. This year we continued to invite students to earn community service hours by volunteering their time at the concession stand. It became an increasingly popular service and provide students with the responsibilities of setting up for sales, selling merchandise and food, financial accounting and clean-up of the area. The Booster Club will continue this practice in the 2024-2025 SY.

PLAYER DEVELOPMENT

Melanie Kornacki was the chairman for the 2023-24 school year and was able to make partnerships and share the services of the Booster Club with all sports teams. New information was created and disseminated to coaches and parents that clearly explained the roles of Parent Contact and the process for the distribution of funds to sports teams. A change in the use of funds distributed to each sports team was approved in the 23-24 SY which will allow more flexibility in how teams want to spend the funds. The school and the Booster Club piloted email distribution lists tied to the spring sport teams. The distribution list streamlined communication between the Booster Club and families of spring teams. This is a practice that will move into all sport seasons.

DOCUMENT ORGANIZATION

We are saving all the deposit and purchase invoices under the Booster Club email folder for each year/season. All other documents are stored on Google Drive. Our meeting minutes are uploaded by the secretary to the Google Drive folders, by Kristen Koziol. The information is also on the Pope Francis website on the Booster Club page. Kristin worked with the IT Department at Pope Francis to better service emails and the Booster Club webpage.

THE NEXT 2024-2025 SCHOOL YEAR

Throughout the year we will invite and bring new members to join and participate in Board sponsored events and to become active members. The By-Laws will be amended to designate the change in the use of funds for teams and roles within the Booster Club for the 24-25SY. The Board also needs to determine if it will be contributing to a school gift for the 24-25 SY. This has not been placed into the by-laws to date. Our officers and committee chairs for the 2024-25 school year are as follows:

President: Kelly Robinson
Vice President: Katie O'Sullivan
Secretary: Melanie Fialho
Treasurer: Julia Avery
Concession/Volunteering Committee Chair: Greg Hess
Spirit Wear Committee Chair: Shannon Walsh
Team Liaison: Nicole Moreau