

**Woodburn Bulldog Foundation Meeting Agenda**  
*September 10, 2018 @ 7PM in Small Commons*

**Attendees:** Doug Peterson, Rocio Avila, Tana Webb, Kelly Nelson, Connie Bellman, Stephen & Hilda Trevino

**1. Welcome**

- Meeting Sign in
- What is the Woodburn Bulldog Foundation?

**2. Banking**

- Banking Statements
  - i. Deposits – Girls soccer \$4,770, WBF Membership \$50.56, Square \$106, Square \$36.52, Concessions \$259.45 Expenses – USPS PO Box \$37.00, Galaxy Board T Shirts \$87.50, Girls Soccer \$450, Deposit Fee \$5.10, Girls Soccer Shirt \$1385.77, Oregon Taxes \$20.00.
- WHS Activity group deposits
  - i. Rocio was asked by Girls Soccer and the Volleyball coach if they could deposit fundraiser money into the WBF account. The board said “yes”.
  - ii. The coaches/leader of the activities will decide how to spend the deposited money – the WBF only “holds” the money.

**3. Bulldog Gear**

- Ordering gear to sell
  - i. Sweatshirts, T-shirts, Tattoos
  - ii. The group discussed what Bulldog gear the Foundation should sell.
    - 1. Individuals said the dry-fit clothing is really nice.
    - 2. The foundation should research places to purchase clothing with logos to sell at activities/events – Galaxy, West Coast Print, Clothing company in Springfield.
    - 3. If the gear is available in the correct size, individuals are more apt to buy the gear instead of themselves ordering the gear.
    - 4. At the first football game, t-shirts, sweatshirt, yard sign were sold.
- Stadium Chairs
  - i. 2 chairs have been ordered – Doug will pick them up when ready in Stayton after work.
  - ii. The chair order process still needs to be developed.
  - iii. Rent-A-Chair
    - 1. The group discussed this idea and will try this with chair inventory on hand.
    - 2. A chair agreement should be developed so customers sign for the rental.
    - 3. The group said chair rentals should be \$10.00 for the night.
    - 4. The group also said the customer should only pay with credit card and store the card online in case the chair is not returned.

**4. WHS Registration**

- WBF setup a table during Registration
- YES Graphics provided a banner and concession logo sign in time of Registration
- Next year will need better table volunteer sign ups
- During registration, other group sat in front of Foundation banner

## **5. 2018 Board Elections**

- During the meeting, the nomination forms were handed out
- Doug posted the nomination forms on Instagram
- Nomination forms have been posted on FaceBook
- October board election positions include Vice President and Treasurer

## **6. WBF Membership**

- New membership forms were handed out at Registration and sporting events
- New members have joined from Registration and sporting events

## **7. 2018-2019 Concessions**

- WBF dates for running concessions
  - i. Football are 8/31, 9/14, 9/21, 10/5, 10/19 - Soccer are 9/6, 10/16
  - ii. The first football game had a great volunteer turnout
  - iii. This year, the foundation is doing concessions for a couple soccer games
  - iv. Tamara Pickett said she would organize parents to concessions during JV football games since they play on Mondays and Varsity plays on Fridays
- 50/50 raffles
  - i. The Foundation does 50/50 raffles during Football with over \$100 going to the Foundation each time
- WHS mascot
  - i. The WHS mascot appeared at the Woodburn Mexican Festival downtown and at games
- WBF table/tent
  - i. The athletic department purchase new bulldog wind signs, fence banners, table banners, and canopy tents
  - ii. The WBF is using the canopy tent during football games

## **8. 2018-2019 Sponsorships**

- Banner/Concession signs
  - i. YES graphics in Woodburn donated 2 WBF banners and business concession signs
  - ii. The WBF delivered to YES graphics a donation letter that was signed by the board
- Email local business

### **Tasks:**

- Email meeting minutes and agenda – Tana
- Send weekly emails to Doug about WBS sports events – Rocio
- Email Nomination forms – Doug
- Make Chair Rental Sign - Doug
- Get local business addresses – Tana
- Create cover letter for sponsorships – Tana and Rocio

**Next Meeting: October 9<sup>th</sup>, @ 7pm in the WHS Small Commons**