

Bateman Booster Monthly Meeting - Minutes
Wednesday, May 24th 2023 - 6:00pm - Bateman Library

Executive Board

1. KIRSTIN GLESSNER-President, BOOOsterfest Chair
2. Jennifer Woosley - Vice President, Social Media & Marketing, Pledge Drive Chair
3. Monica Zilz - Secretary, BOOOsterfest Co-Chair, Website
4. Kyla Wenger - Treasurer, Outdoor Enrichment Chair, Grant Writing Chair

Board Members at Large

1. Molly Maier - *TBD*
2. Sugandhi Chugani - Digital Sign
3. Elise Jaffe - Sponsorships & Business Directory Co-Chair
4. Julia Wylie-Bryant - Community Care Chair, Auction Co-Chair
5. Jess Hess-Follander - Teacher & Staff Appreciation / Back to School Chair
6. Cassandra Kittler - Dine to Donate Chair
7. Meagan Grant - Spring Fling Event Chair
8. Sarah Hammer - Volunteer Coordination /Community Building + Outreach Chair
9. Sara Herman - Teacher & Staff Appreciation, Volunteer coordinator, and Spring Fling event co-chair.
10. Vanessa Padecky- Shop To Donate Chair, Spring Fling Auction Co-Chair
11. Meg Dempsey - Business Directory & Sponsorships Co-Chair

President Opening Statement:

Thank you for filling out the survey, we will work together towards addressing the issues.
This year we are able to donate over \$60,000 to the school.
AMAZING WORK EVERYONE!!!!!!

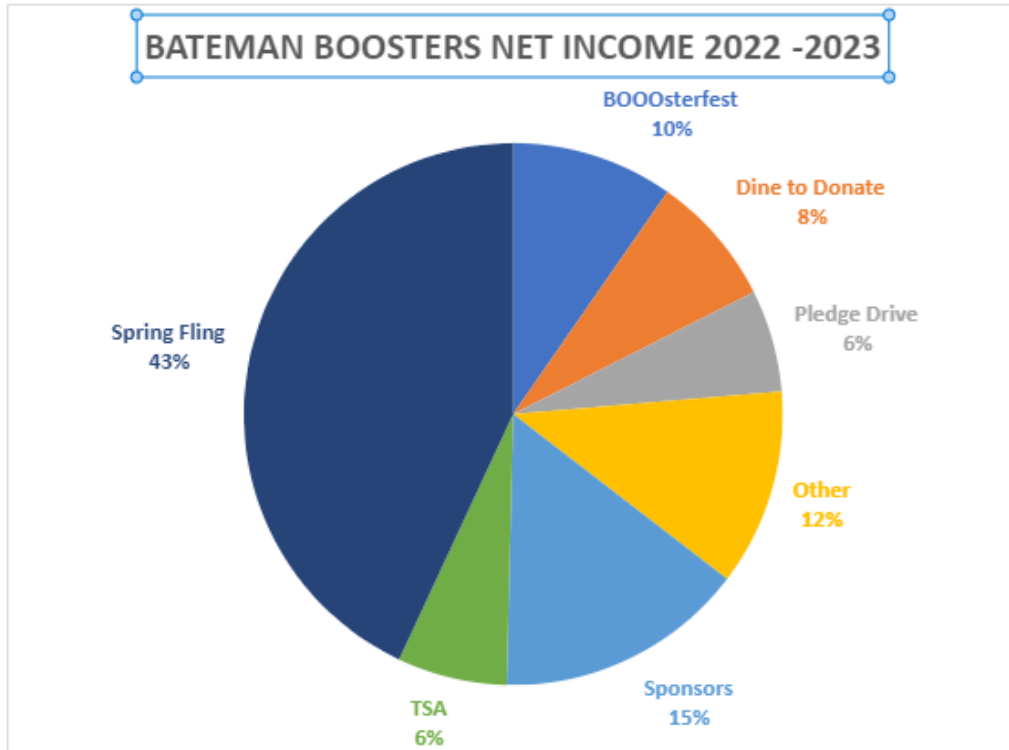
Treasurer's Report (as of 5/23/23)

Current Balance: \$71,753.42 Prior Balance: \$51,700.63

Change Last Meeting: \$20,052.79

Financial Overview (7/1/22 to present):

- Gross Income: \$75,932.75
- 2022-2023 Pre-Deposit Transaction Fees: \$1,350.87
- 2022-2023 Effective Gross Income: \$74,581.88
- 2022-2023 Net Income: \$58,787.49
- 2022-2023 Exp. Ratio: 21%
- Total Donation To Bateman for 2022-2023 as of 5/24: \$61,265.76 (includes TSA \$)



2022-2023 \$65k goal:
115% (EGI)
90% (NET)

TO DO:

- Genevieve Boutique Check from 11/3 - how to handle - **KJ TO REACH OUT**
- Add next filing deadline to calendar when rec'd (requested 5/23)
- IL 990 filing
- **How does Admin want the money from this year spent? Ideally would like to purchase parts/supplies/equipment by 6/30/23**

Teacher & Staff Appreciation May 8-12, 2023

Chair: Jess

Co-Chair: Sara Herman

Raised & Donated (via gift cards and supplies): \$3,867.70

THANK YOU to all the volunteers and sponsors for making our teachers and staff feel so extraordinary during this week!

\$700 for lunch not needed. Too much food. but they did put it out the next day for teachers

Spring Fling 2023-Debrief

Auction Chair: Vanessa Peddecky

Auction Co-Chair: Julia Bryant

Event Chair: Meagan Grant

Event Co-chairs: Sara Herman & Ashley Gilday

Gross Income: \$39,416.42
Pre-Deposit Transaction Fees: \$1,350.87
Effective Gross Income: \$38,559.85
Expenses: \$13,259.10
Net Income: **\$25,300.75**
Expense ratio ~34%
****NOT FINAL**

Auction (\$23,032.00)

- AMAZING WORK!
- General feedback
- Team Recommendations:
 - Research other platforms. User experience is poor and reporting capabilities very limited.

Event

- 175 ticketed guests, 3 no show.
 - Teacher/staff (30) 100% (+2) of committed teachers/staff attended!
 - Sponsors (6)
 - Early Bird tickets (60)
- General feedback
 - Venue
 - Food
 - Value/ticket price
 - Other: dessert, pizza, photo booth
 - Day: Thurs vs Friday vs Saturday
 - Consensus in the past has been that Thursday is not ideal for working families/teachers
 - Friday is difficult for a lot of working families
 - Is Saturday desirable? Likely more expensive.
- Recommendations
 - Venue worked well aside from sound. Spring Fling was the third event in the space so this will likely be ironed out.
 - Bidding Owl presented several challenges for ticket sales/buy-in experiences.
 - Lock in date for next year ASAP to allow adequate time for planning.
 - April or May?
 - Kick off meeting in the fall.
 - Spring Fling committee roles:
 - Event chair
 - Communications
 - Auction chair/co-chair

- Buy-In Experiences
 - Sponsorship chair to attend kickoff meeting (at a minimum) to ensure sponsors receive all Spring Fling-related deliverables
 - Avoid scramble for sponsors. Allocate % of annual sponsorship to Spring Fling discretionary budget.
- Volunteers: revisit the idea of volunteering to help run other “friends of” spring fundraisers and vice versa was brought up in fall, we should look into this.
- Reevaluate process for teacher/staff tickets. Either set a uniform teacher/staff ticket price (low) or commit to offset costs not covered by teacher sponsorship funds.
- Revisit option for a set number of volunteer or other discounted tickets for community members unable to afford full price. Clear process would need to be in place.
-
- Will speak with BB about speakers and acoustics
- Recommend to lock in the date as soon as possible
- Lot's of research on venues this year. Do want to lock in date for next year.
- Need new auction site. Molly Maier is researching. Not user friendly. Not management friendly.
- Should we expect additional invoices from Bidding Owl for their charge? Answer Yes.
- What date do we want to do this year?
- April or May?
- Meagan will reach out to BB and see what dates are available and send out a poll to the group.
- Chappell and Burr have already rebooked for their similar dates
- Meagan will not be chairing the Committee next year.
- Meagan recommendations - Specific person for Communications
- Buy-In parties need to be
- Julia - suggested doing teacher Buy-In parties in fall coordinated with Boosterfest. Gives teachers more time to plan and host party
- Sponsorship Chair have a meeting at the very beginning of the planning
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- Mary McConville she and Meg are working on ideas for sponsorships
- Julia said maybe a sponsor for matching teachers
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- Process for teacher and staff tickets. Need to review the process and see if we can work it better.
- Mr Fernandez said a lot of teachers were so happy to go. They enjoyed the evening. Partnership between home and school. Felt like a fun wedding.
- Question - would teachers still come if they had to pay a reduced ticket price? Maybe \$25. Mr Fernandez said that they probably would if it was significant reduction. \$25. Meagan - they do need to review the process of funding teachers for next year

- Overall budgeting - how do we cover costs for community members
-

Buy-In For Bateman Experiences (\$3,915 to date)

Kjirstin and Monica-Still spots left in many. We will continue with social outreach to fill the rest of them as much as possible.

- General feedback
 - These are still confusing to a lot of people.
- Recommendations
 - Evaluate pricing
 - Confirm language (buy-in experience vs party). Use consistently.
 - Offer to all community members along with auction items?
 - Consider timing, if the event is near the end of school should launch sooner. Offer these earlier in the school year? Throughout the school year?
 - Have each teacher hosted experience span 3 grades
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 - Need to decide what the language for parties is for next year? Buy-In Experience? party?
 - Food - it was delicious. More than what was needed.
 - Mr Fernandez said the food and bar were fantastic.
 - Meagan will manage confirming a date, but then will turn over committee chair to next person

Meagan working on finalizing all summary docs (note that NOT finalized yet!):

- [P&L](#) (working w/ Kyla)
 - Spring Fling Sponsorships \$2,204
 - Ad Sales \$950
 - Raffle \$379
- Planning Timeline (will revise with recs based on [2023 Timeline](#))
- Communications ([master copy](#), etc.)
- [Spring Fling 2023 Summary](#) (available auction metrics, buy-in experience info)

Volunteer Coordination /Community Building + Outreach

Chair: Sarah Hammer

Co-Chair: Sara Herman

- **Summer Celebration: June 3rd (1st Farmers Market)- Horner Park Play Date**
 - 10:30-12:30
 - Needs: Table (Sara Herman), Banner/Posters, Other - ?
 - Popsicles from Bateman - ?
 - Mr Fernandez will check to see if there are still popsicles

Voting:

Slate:

Executive Board:

President (2-year term)

Kjirstin Glessner - Yes

Vice President (1-year term)

Cassandra Kittler - Yes

Secretary (2-year term)

Jessica Hess-Follander - Yes

Vanessa Padecki - dropped her name out of the running

Exec team will meet in about a month

Board Member-At-Large (2-year term, no term limits)

Re-Election

Jessica Hess-Follander

Molly Maier - Yes

Meagan Grant - Yes

Open Board Positions

Allison Ramos

Monica Zilz - Yes

X

X

Xe

4 Open positions. Board at Large can be added at any time throughout the y

Horner Park Brewfest

July 21st, 6pm-10pm

Need 4 volunteers for 2 hour shifts to sell pretzel necklaces. Beer included :)

Dine to Donate

Chair: Cassandra

Goal: Monthly Dine to Donate / Quarterly Shop to Donate

Running Total (\$4,623.86):

- Which restaurants/shops were the most successful?
 - Miko's, Easy Street, Angelo's

- Any local businesses we missed last year that we should include this year?
 - Alebrije- called several times no response
- Wednesday, August 10: Portillo's (\$291.40)
- Easy Street, 8/30 (\$355.36)
- Miko's Thursday 9/15 2pm - 9pm 100% (\$425)
- Something Sweet Donuts 9/23 (\$135.71)
- Angelo's 10/5-10/6 20% (\$1615.98)
- Sonic (\$45.77) Zach said it was a bit disappointing. Not enough turnout. **Maybe we can offer to do a Spring night.** Usually better when it is day off
- Mima's 11/8 and 11/9 (\$152)
- Eris Brewery 11/30 total sales \$1,168.59 (15% \$175.29)
- Angelo's gift card program 12/11-12/17 20% back (waiting on total)
- Skip the month of December
- NEW - On Kedzie & Wilson McDonalds 1/11 5pm-7pm (\$200)- picking up check before meeting
- Hearth & Crust maybe 1/25 or 1/26 - Not confirmed. Eileen has not returned my messages, will try again spring/summer.
- Lou Malnati's 2/22 Old Irving 4-10pm and Lincoln Square 11am -11pm (20% \$304.90)
- LeaderBar 3/2 (15% \$400)
- Chipotle 3/15 4-8pm Addison location \$522. 85
- Spring Fling???
- Khepri Cafe- June 2- 4
- *Big League- 6/20-6/22*
- *Smoque BBQ- 7/12- 7/13*
- *FY 2023-2024*
 - *Feedback?*
 - *Proposing:*
 - *Move Sonic to Sept 22nd or Oct 9th (no school)*
 - *Move up Angelo's to Sept (better weather)*
 - *Push Portillos October/November*

Shop to Donate

Chair: Vanessa

- Clark Street Sports - \$340.76 total. They're sending a check.
- Ongoing campaign Mabel's Labels - Link it with the Lost and Found (currently at \$23 raised; need at least \$50 to receive check) - *Share the code with friends*

Outdoor Enrichment

Chair: Kyla

2nd Annual Campus Care Event will be **AUGUST 13th, 2023**

Playground Campaign

- Letter [Here](#)
- Who can show up at School Board Meetings? All meetings are at 10:30am @ CPS Loop Office 42 W. Madison St. Chicago, IL 60602 Garden Level, Board Room
 - 6/28/2023
 - 7/26/2023
 - 8/23/2023

Advance registration to speak will open the Monday preceding the Board meeting at 10:30 a.m. and close Tuesday at 5:00 p.m., or until all slots are filled, unless otherwise noted.

Advance registration during this period is available online: www.cpsboe.org (recommended) or by phone: (773) 553-1600

Back to School Pledge Drive 2022-2023

Chair: Jennifer

- Goal is \$3,500 for new audio equipment in the Auditorium; THANK YOU to all who have donated to meet our goal!
- We did it! Gross: \$3,698.46; Pre-Deposit Transaction Fees: \$113.57; EGI: \$3,589.89

Sponsorships

Chair: Elise

Co-Chair: Meg

- Meg to catch up on posts and prep for rest of year
- UPS Store interview on Friday - Elise only - Meg or Elise to do write up to send out later next week or last week of school?
- Elise to set up time with Krissy to talk infographic (which could also sway new sponsors) to show our impact 2023-24
 - Board to give Elise all details they'd want included on that
- Meg and Mary McConnville to look at last years packages (elise to support) and revise
- Next year only annual sponsors
- Start approaching sponsors by Jul 1, 2023!

Community Business Directory

Chair: Meg

Co-Chair: Elise

- Here's the new URL with form for businesses being added:
<https://www.friendsofbateman.org/communitydirectory>
- Promotion plan underway:
<https://docs.google.com/document/d/1mTVVpPkv5WKUu9wDceQwylaCkxbulELGRbiP4jKYBfE/edit?usp=sharing>
- Please send any leads for directory listings to Meg
- *Make a big push for this at the end of the year to encourage families to patronize over the summer.*
- *Spring Fling underwriters to be sent for upload this week*

Community Care

Chair: Julia

- Families in Need
 - \$1,155 raised (in gift cards) to date
- Family Tree Donations:
 - \$940 vouchers provided to date. More will be going out soon. In the meantime Ms. Rivera knows to send families there even without vouchers and it can be checked against Bateman's credit.
 - Donations: Our next donation date is set for Saturday, April 22nd from 10am-2pm, weather permitting. Come celebrate Earth Day with us at Family Tree! If you'd like to make a housewares donation before then, we can absolutely help with that. Please email us at info@familytreeresale.com!

Social Updates

Chair: Jennifer

- Calendar Copy: [Social Media Calendar & Copy 2022-2023](#)
- What's coming up? Please send copy, details, images to jennifergrunstad@gmail.com
 - Dine to Donate for Kephri, Big League and SMOQUE BBQ are scheduled
 - Do we have any sponsor shout outs, etc. that need to go out before EOSY?

Digital Sign on Richmond

Sugandhi

- SY 2022-2023: 15 messages
- We will be accepting messages until June 7th and will take a break for the summer.
- Link:
<https://docs.google.com/forms/d/e/1FAIpQLSfAile-P0iqllREgRBei4WaHx9PKpFVtm0urzHKSICZsYDW4g/viewform>

Grant Writing - NOTHING NEW

Chair: Kyla

Co-Chair: Open

- Applying for the Home Depot Grant for the BFC bench project (figure they can use the funds they've raised for additional projects if we can fund this one)

Website

Chair: Monica

- Updating as needed with events
- New Page - Spring Fling Buy-In for Bateman Experience Parties

School Communication/Blasts

Secretary: Monica

Description of Booster communications can be found in Booster Drive - Booster Communications - Buzz / Blast / Emails

Old Business

- An official complaint has been filed with IL Attorney General against Brown Paper Tickets which owes us \$4,540 from the canceled Spring Fling 2020, we rec'd notice 11/28/22 that BPT is legally required to pay out funds before the end of 2023

New Business

- Suggestion: Community Event @ Horner Park Farmers Market Opening Day? (6/3)
- BOOOsterfest 2023 Date - FYI weekend before Halloween is 4 day weekend

Prior Yearly Events

Back to School Bash
Mix N Mingle
BOOOsterfest
Pretzel necklaces
Superbowl Squares

Lottery Tree

Comments & Announcements

- Administration
- Sponsors
 -
- Parent Organizations
- **BFC Golf Outing (6/2):** The course needs a final number one week beforehand, or 5/26. After that it will be tough to add people. **8 more tee times to fill up - please spread the word and sign up.** As a reminder, all proceeds will be donated to BFC Bench Project
- **Bateman Beer Launch:** We understand this is dependent on Burning Bush Brewery. We discussed a few dates, 8/25, 9/8, or 9/15. Friday night at BBB is what we're targeting. Would like to cover the first drink for all teachers, may need Boosters help to fund.
- **Bench Project:** No update here, besides our hope that we can use one of the August weekends to get this done before school starts. Stay tuned.
- **Final BFC meeting of the year will be on 6/8, at Leader Bar at our usual 7:30pm** slot. We'll be talking about BFC officers for next year, among other topics. We want more new dads to get involved!

Upcoming Boosters Meetings

THE FIRST WEDNESDAY OF EVERY MONTH @ 6pm in Bateman Auditorium or TBD

- May 3rd
- May 24 (post-mortem for Spring Fling, also doing in place of early June meeting)
- July: Break
- August 2nd (TBD)

Thank you for joining! Your questions, feedback and ideas are always welcome! Here's how to find us:

- FriendsofBateman.org
- FriendsofBateman@gmail.com
- @BatemanBoosters
- [Facebook](#)
- [Instagram](#)

SOCIAL MEDIA POST - Wanna get more involved next year?A