

MINUTES
MVHS TX-20009th AFJROTC BOOSTER CLUB

Date/Time/Place: Tuesday, 5 September 2023, 18:00
JROTC Compound and Zoom

Members Present: Maritza Arroyo, President
Frank Jarrett, Vice President
Elizabeth King, Treasurer
Karen Moore, Public Affairs
Angela Wilkin, Secretary

Others Present: LtCol Brett Mazey
C/LtCol Seth Rakowitz
Sarah Allen
Estaban Castro
Helen Castro
Elizabeth Floyd
Liz Gantzler
Gracie Garcia
Jason Hinkle
Jenni Koonce
Heather Lidowski
Joycie Ramirez
Rosalie Rodriguez
Joshua Ross

Actions: Approved the 1 May 2023 Booster Club Meeting Minutes, 1 May 2023 Banking Electronic Minutes, 8 May 2023 Electronic Minutes, 10 May 2023 Electronic Minutes, 16 May 2023 Electronic Minutes, 21 May 2023 Electronic Minutes, and 29 June 2023 Minutes. (Pages 1, 2)

Accepted the May 2023, June 2023, July 2023, and August 2023 Treasurer's Report. (Page 2)

Call to Order. President Maritza Arroyo called the meeting to order at 18:00. Member and staff introductions followed.

Agenda. The Agenda was adopted as presented.

Minutes. The 1 May 2023 Minutes were reviewed. Frank Jarrett motioned to approve the Minutes and Elizabeth King seconded the motion. All in favor.

Angela Wilkin motioned to approve the 1 May 2023 Electronic Minutes. Karen Moore seconded the motion. All in favor.

Frank Jarret motioned to approve the 8 May 2023 Electronic Minutes. Elizabeth King seconded the motion. All in favor.

Angela Wilkin motioned to approve the 10 May 2023 Zoom Minutes. Karen Moore seconded the motion. All in favor.

Sarah Allen motioned to approve the 16 May 2023 Electronic Minutes. Karen Moore seconded the motion. All in favor.

Frank Jarrett motioned to approve the 21 May 2023 Electronic Minutes. Sarah Allen seconded the motion. All in favor.

Karen Moore motioned to approve the 29 June 2023 Minutes. Elizabeth King seconded the motion. All in favor.

Treasurer's Report. Elizabeth King reviewed the May 2023 Treasurer's Report, noting a beginning balance of \$20,815.10. Withdrawals totaled \$3,126.70 and \$9,903.48 was deposited. The ending balance for May was \$27,491.88. The Scholarship Account started at \$3,862.91 and added \$84 from cash donations to the Scholarship Fund at Graduation Water Sales. The ending balance was \$3,946.91. Karen Moore motioned to approve the May 2023 Treasurer's Report. Frank Jarrett seconded the motion. All in favor.

The June 2023 Treasurer's Report started with a balance of \$27,491.88 with withdrawals totaling \$592.55 and deposits of \$643. The account closed June with a balance of \$27,542.33. The Scholarship Account remained unchanged at \$3,946.91. Frank Jarrett motioned to approve the June 2023 Treasurer's Report. Sarah Allen seconded the motion. All in favor.

Elizabeth King continued with the July 2023 Treasurer's Report. The general account balance was \$27,542.33 and had withdrawals of \$3,633.37 and a deposit of \$9.90. The ending balance was \$23,918.86. The Scholarship Account balance was \$3,946.91 and had a deposit of \$2,200 (transfer from checking account). The July ending balance was \$6,146.91. Karen Moore made a motion to approve the July 2023 Treasurer's Report. Frank Jarrett seconded the motion. All in favor.

The checking balance was \$23,918.86 on 1 August and had withdrawals totaling \$1,436.25 and deposits of \$789.63. The Scholarship account started at \$6,146.91 and dispersed \$500 to a 2023 scholarship recipient, closing the account at \$5,646.9 on 31 August. Frank Jarrett motioned to approve the August 2023 Treasurer's Report. Karen Moore seconded the motion. All in favor.

Old Business.

Raffle.

Cadets and parents sold raffle tickets individually and at booth locations in Castroville during the month of April and raised \$4,238.13. All items were awarded, however for future Raffles any unclaimed items will be awarded the following year.

Graduation Water Sales.

2023 Graduation Water sales totaled \$6,471 largely due to the generosity of water and Gatorade donations from individuals and businesses in our community, which kept expenses low. Discussion about including additional food items to the menu will be

added to the next Booster Club agenda. Cadet and parent volunteers played a large role in the success of this event; thank you!

Parent's Night.

The Booster Club sold \$837 in merchandise at Parent's Night. Merchandise may be purchased online on the Booster Club website www.mvhsjrotc.com.

New Business.

Scholarship Fund.

Profits from Graduation Water Sales were included in the \$2,200 deposit (July 2023).

Scholarship Criteria and Application.

Members discussed the 2024 Booster Club Scholarship Criteria and Application, noting changes recommended by the Scholarship Committee and finalized by the Booster Club Officers. An enlistment scholarship award was added, and the gender question was deleted. The application was amended to include "legal permanent resident" following citizenship to fulfill IRS regulations (applicants must complete a W-9 at the time of award). Funds will be released to cadet(s) enlisting in the military. The GPA requirement will remain at 3.0 (or higher). Two letters of recommendation and one essay will accompany the scholarship application. Any exception to policy on any criteria should be submitted in writing and included in the scholarship package. Applications will be submitted to instructors by Wednesday, 1 March 2024, giving the Scholarship Committee time to conduct interviews.

Application requirements state cadets will complete ten community service hours within the JROTC program and parents/guardians/representatives must complete at least ten hours of community service with the Booster Club every school year. The mandatory ten hours of service will begin this year. Individuals that need special accommodation regarding volunteer hours are encouraged to contact the Booster Club for alternative options outside of regular events. Volunteers must return a completed MVHS Criminal History Verification form (located under "More" on the Booster Club Website <https://www.mvhsjrotc.com>) to the MVHS front office. Cadets will enter their hours in the WINGS system while the Booster Club will track adult hours.

Heather Lidowski generously offered private/class instruction on how to complete scholarship applications in addition to writing and constructing scholarship essays. Ms. Lidowski will coordinate course dates with instructors. Dates will be published on the Booster Club Facebook page.

Ms. Lidowski suggested including guidance on how to write effective letters of recommendations with the application package so cadets may distribute it to mentors, teachers, managers, etc. with their request.

Accounting Software.

Elizabeth King recommended investing in accounting software to track expenses, assist with filing taxes, and ensure a smooth transition for future boards. It would also allow the CPA to access records. She will research software for not-for-profit organizations and QuickBooks and will follow up at the next meeting.

Park Cleanup.

Liz Gantzler requested 20 to 30 cadets for the 16 Sept. Castroville Regional Park cleanup starting at 8 a.m. Parent volunteers and cadets will pull weeds, trim brush/branches, and perform any maintenance requested by park volunteers. Cadet participation is encouraged every third Saturday of the month as the Park grants us the pool for our annual pool party in May.

The October Park cleanup is cancelled due to support needed for the Boo Bash on 28 October from 4:30 to 7:30 p.m. Cadets may wear costumes and will staff stations, supervise games, and assist where needed. More details to follow as the event nears. Cadets volunteers will not be needed for the Annual Eclipse Event on 14 October.

Park Trail Sponsorship.

In the past, the Booster Club maintained a trail outside of our monthly park cleanup commitment at the Castroville Regional Park. Friends of Castroville Regional Park reached out asking if we would like to continue sponsoring the trail. C/LtCol Seth Rakowitz will follow up with cadet leadership to discuss continuing sponsorship and report to the Booster Club.

2023-24 Booster Club Volunteer Opportunities.

Volunteer opportunities (with dates) are listed on the Booster Club Website. Sign-up forms will be posted on the Booster Club Facebook page.

Funding Request Form.

Cadet leadership was asked to complete a Funding Request Form if requesting funds outside of meals. Cadet leadership is expected to present the request(s) at Booster Club meetings.

Instructor's Call.

LtCol Brett Hazey thanked the Booster Club for supporting the program and cadets. The Cornfield Classic has been cancelled this year. Instructors and cadets are focusing on this year's Air Force inspection which occurs every two years. The Corps will be evaluated for its compliance and performance of Air Force Instructions. Cadets will be interviewed by Air Force inspectors to ensure the program is meeting standards.

MVHS and JROTC will start utilizing Parent Square and Skyward as the primary forms of communication with parents and gradually discontinue the use of the Band App.

Uniforms will be issued to incoming cadets within the next week.

Cadet Announcements.

According to C/LtCol Seth Rakowitz, cadets interested in earning their next rank must participate in a team. Cadet leadership will continue discussing fundraising options for the 2023/24 school year.

Elizabeth King introduced the new MVHS JROTC auto decal that can be personalized. The decal is available for purchase on the Website and sells for \$10 or \$15 (personalized).

The next Booster Club meeting is scheduled for Tuesday, 3 October at 18:00 at the Compound and via Zoom.

Ms. Arroyo adjourned the meeting at 19:39.

Minutes submitted by Angela Wilkin, Secretary.