

**Sandpiper Boosters, Inc. Executive Committee Meeting Minutes**  
**Tuesday, January 17, 2023 at 8:00 a.m., Central time**  
**Teacher's Lounge**

**Call to Order**

The meeting was called to order at 8:15 a.m.

**Members Present**

Jamie Lynn, Jennifer Gray, Miranda Jordan and Melissa Lott

**Approval of Agenda**

The board reviewed the agenda. Jamie Lynn made the first motion to approve. Jennifer Gray seconded.

**Old and New Business**

**Winter Wonderland Recap** - The event was well received and had right under 1,000 attendees. Jamie Lynn stated that as of January 17th Boosters had profited \$11,700. We are still waiting on additional payments. The board discussed concerns for next year which included one check in entrance moving forward for safety reasons, no more selling of tickets at the door on the day of the event, no more games in the gymnasium for safety reasons, less silent auction baskets and housing of silent auction items on campus moving forward. The board also expressed a need for more volunteers and for the event to be held earlier in December and on a Saturday versus during the week. Winter Wonderland 2023 is tentatively scheduled for December 9, 2023.

**Open House Fall 2023** - Miranda Jordan spoke with Carrie Chavers and stated that the DLE faculty has requested that Finish Line convert back to the original DLE Open House at the beginning of the school year starting Fall 2023. We will still have Finish Line this spring of 2023, but moving forward Finish Line will revert back to Open House in the fall.

**December Events Recap** - The board reviewed all December 2022 events and discussed pros and cons of each. There were so many amazing events held in December, but it was overwhelming to have them all so close together. Boosters discussed moving the Door Decorating to a different holiday in a different month, starting the Angel Tree collections earlier in December and forming a committee to execute, housing the Silent Auction Baskets and items on DLE campus, moving the Holiday Food Drive up a few weeks, ordering half the amount of food and twice the amount of drinks for Jingle and Mingle and adding a music/sound system for the morning student greeting. We also again expressed the need for Winter Wonderland to be held earlier in December.

**Daddy-Daughter Dance** - The second annual Daddy-Daughter Dance has received great response so far. As of January 17th, the Boosters have already sold 220 tickets and raised \$2,300 in dance sponsorships. Koozies and Sweet Henrietta's cookies have been ordered as party favors and the DJ, PhotoBooth and Mingle have all been booked. Jamie and Miranda have purchased snacks, drinks, sparkling waters and pizza will be ordered once we have a final headcount. WiFi will be needed and there will be only one entrance used for the event through the cafeteria doors and 6 to 8 volunteers will be needed

throughout the night to work admission and raffle ticket purchases. Raffle tickets will be the only thing sold on the day of the event. All dance attendee tickets must be purchased before the day of the event. Volunteer sign ups are going out for set up/decorating crew Friday, for check in table starting at 4:15 p.m. and clean up following. Miranda recommended a 50/50 raffle ticket purchase where half of the donation will go to a chosen charity and the other half will go into the winner's pot. The board discussed with Principal Carrie Chavers and all agreed to implement and Children in Crisis was chosen as the charity.

**Literacy Week** - Literacy Week is scheduled for January 23rd-27th. Jamie discussed needs for the upcoming week which included volunteers to help decorate on Friday, January 20th. Rachel Carroll, DLE's media specialist, provided streamers and balloons and the board discussed adding some additional items which included Mingle's services. Jamie contacted and booked Mingle. Miranda is also creating a wish list of items to be ordered to deliver in time for setup. In addition to decorating, Mystery Guest Readers are scheduled for January 23rd and Mrs. Carroll still needs volunteers to help organize the library.

**Financial Update** - Jennifer Gray discussed and inquired about all our financial and accounting software since there are several different methods to receive payments. EventBrite is being used for events and ticket purchases, Square for donations made through the website, Stripe for all merchandise sales made through the website (t-shirts, sponsorships, etc.), PayPal and Venmo. The Boosters are currently waiting on the last transactions to come through PayPal in order to make the bank transfer and still need the Venmo report. Moving forward for next year, Boosters agreed to eliminate PayPal and direct those payments to Square. Jennifer Gray stated the need for receipts for 30A Tents and Events and to know how to tip them. She also stated that we needed a W9 for carolers, face painters, the balloon guy and South Walton Dance Academy. Jennifer also stated that as of December 30, 2022 our bank balance was \$50,280.63. As of January 17th, we are currently at \$67,000.00. Regarding the events expenses and profit, \$350.00 was spent out of the Boosters bank account for Dec(orate) the DLE Halls, Jingle and Mingle broke even, Winter Wonderland profited \$11,700.00, Coast Hippie DLE Merchandise profited \$1,400.00 and Dune Lakes Dines has currently profited \$1,615.00 for the school year. Boosters discussed the need to again promote the spirit store for more Winter/Spring purchases.

**Sales Tax Update** - Jennifer Gray stated that she applied for a resale certificate for sales tax and has now received it. She explained that Boosters will submit on a semi-annual calendar. Jennifer just submitted January sales tax and return covering July 2022 through December 2022 and will submit again in July 2023 which will cover January 2023 through June 2023 sales for school merchandise.

**Sandpiper Boosters Thank you cards** - Jennifer Gray stated the need to order more thank you cards.

**Holiday Food Drive Classroom Winner Ice Cream Parties** - Jamie Lynn stated that the Ice Cream Parties for the Holiday Food Drive classroom winners are scheduled for this Friday, 1/20 and Individual ice cream cups and ice cream sandwiches will need to be purchased.

**Boosterthon/Fun Run Update** - Principal Carrie Chavers came to discuss Boosterthon/Fun Run. She stated that a planning meeting would need to be scheduled with Zach, our contact at Boosterthon. She also stated that the school wouldn't be handling money, change and receipts for this year and to encourage everyone to donate online through DLE's Boosterthon web page. The Boosters volunteered to help with any in hand money orders. Last year, DLE's Fun Run netted \$72,000. Our goal this year will be to net \$75,000 which equals \$150,000 in total donations since Boosterthon will receive 40-50%. The Boosters plan to use the money raised to purchase materials to repaint the school, for canopy shades for the playgrounds and more in-classroom technology.

**February Dune Lake Dines** - Macho Taco is scheduled for 1/24 for our January Dune Lakes Dines and Brozinni's Pizzeria is scheduled for 2/21 for the month of February.

**Principal's Report** - In addition to Boosterthon/Fun Run, Principal Carrie Chavers discussed summer 2023 renovation and repair projects for Dune Lakes which will include a new sidewalk and interior wall painting throughout the school. Carrie also discussed the need for three Kona Ice Trucks and winner ribbons for this year's Field Day on April 21, 2023. Carrie also encouraged more teacher luncheons and discussed Boosters potential support for DLE teachers to attend the AVID summer teacher's conference.

**Next Sandpiper Boosters General Meeting Date** - Tuesday, January 24, 2023 at 8:00 a.m.

**Next Sandpiper Boosters Executive Meeting Date** - Tuesday, February 7, 2023 at 8:00 a.m.

**Next Sandpiper Boosters Board of Directors Meeting Date** - Tuesday, February 21, 2023 at 8:00 a.m.

**Dismissal**

The meeting adjourned at 10:28 a.m.