

## **PHS Athletic Booster Club Meeting Minutes Agenda**

**Wednesday, June 11, 2025 (6:30 pm)**

### **PHS ISP Hub**

**Purpose of Meeting:** Purpose of the meeting is to conduct general business for Poolesville High School Athletic Department and Booster Members.

#### **Welcome & Introductions**

- The meeting was called to order at 6:33 pm.
- In attendance: Danielle Anderson (President), Alan Hobbs (VP), Ron Sosna (VP), Kevin Kimball (Treasurer) Karen Salovich (Secretary), Regina Grubb (AD), Lori Forcey (Chair), Libby Hillard, Jeff Oyer, Ed Reed, Bob Blackstone

**Approval of Minutes:** Minutes from the March 5, 2025 meeting was approved as posted.

#### **Principal's Comments:**

Principal Carothers was unavailable to attend the meeting; Ms. Libby Hillard, PHS Business Administrator, attended in his place.

Libby provided a Facilities and Maintenance Update. A Facility Project Request (FPR) was submitted for the installation of safety crash gates at the stadium. The bathroom doors at the outdoor concession stand have been partially repaired, and an FPR has been submitted for full door replacements. The gutters at the outdoor concession stand have also been repaired.

Libby is actively working with MCPS to push for the completion of outstanding work orders in response to findings from the Health Inspector's report. She has contacted the appropriate personnel regarding PHS work orders and noted that there is currently a five-month maintenance backlog countywide. Libby will be present during the upcoming Health Inspection to address any concerns about the backlog and to confirm that PHS has taken all possible steps to comply with health and safety requirements.

Alan Hobbs stated that the inspection is expected to take place around the end of August, and he will also be present alongside Libby.

PHS Administration will continue to advocate for upgrades to the outdoor stadium building and bathrooms.

#### **Athletic Director's Report:**

Regina Grubb provided an athletic update for Spring sports.

Baseball won the first playoff game but lost in the regional semifinals. Two PHS athletes were selected for the First Team All-Division and Second Team All-Division. Softball also won the first playoff game but lost in the regional semifinals. Three PHS athletes were selected for the First Team All-Division and Second Team All-Division.

Boys' Lacrosse had a good season but lost in the first round of the playoffs. Four PHS athletes were selected for the First Team All-Division and Second Team All-Division. Two athletes represented PHS in the Senior County Showcase. Girls' Lacrosse won the first round of the playoffs and advanced to the

regional semifinals. Multiple PHS athletes were selected for the First Team All-Division and Second Team All-Division.

Boys' and Girls' Tennis had a wonderful season—fourth state championship in a row! PHS earned two placements in the Boys' County Championship and two placements in the Girls' County Championship. In the region, four out of the five groups advanced to Regionals. PHS also secured wins in Individual Boys' Singles, Girls' Singles, Boys' Doubles, and Girls' Doubles.

Boys' and Co-ed Volleyball advanced to the first round of the playoffs against Churchill. Two athletes were selected for All-Division honors, and one athlete received All-County recognition. The Co-ed team were Division Champions and went on to win both the first and second rounds of the playoffs.

Track and Field had a great season, including multiple placements in the County Championship—first place in discus and a meet record—as well as strong performances in the State Championship in shot put, 300-meter hurdles, high jump, 800-meter, and discus.

Fundraising did “all right” this year. We are exploring other options for next year. Track and Field, Baseball, Girls' Lacrosse, and Volleyball all contributed to the fundraising efforts.

Gina is working with the coaches on the budget and equipment list for next year. New uniforms for next year include Boys' and Girls' Basketball, Poms, Bocce and Golf (looking at golf hats).

Gina has been working closely with MCPS to have the practice field redone and has been obtaining quotes for the project. MCPS has agreed to complete the work as an FPR (Facility Project Request), meaning there will be no cost to PHS or Booster funds.

The practice field will be leveled and resodded with Bermuda grass, sized approximately 120 feet long by 60–70 feet wide. With heat and water accelerating growth, the field should be ready for use by the start of the new school year. In the meantime, it must remain unused.

If the field is not ready on time, Gina will secure an alternative location for team practices. There will be options for one large field or two smaller fields, depending on needs. Gina will also speak with coaches to ensure that practices avoid overusing the center of the field to preserve the grass.

Dr. Sullivan, the Poolesville Town Commissioners, and the Fair Access Committee conducted a walkthrough of the stadium at the end of March to assess the feasibility of installing a turf field. MCPS had previously stated that it could not be done due to irrigation concerns and field height limitations. Currently, PHS is the only school in Montgomery County without a turf field. However, Dr. Sullivan indicated that these issues should not pose a barrier and is actively advocating for turf installation within the next year and a half, pending Montgomery County permitting.

Construction Updates: The current weight room will remain available until mid-July. New equipment is scheduled to arrive in August, but there will be no access to the space until all installation is complete. The locker rooms are expected to be ready by August 8. The portables will be removed in September, and new concrete will be poured for the tennis courts afterward, weather permitting. The courts will be lined for both tennis and pickleball.

Fall Sports Update: Starting this fall, there will be no more dual-sport participation. Athletes will be required to choose one sport for the season. Coaching positions are open for the following sports: Flag Football, Girls' Lacrosse and Girls' Tennis.

## **Treasurer's Report:**

Kevin Kimball presented financial statements (Balance Sheet and Statement of Activities FY2025) and a breakdown of the athletic program support by sport. Total program expenses for the 2024/2025 school year were \$83,817. Current Net Assets stand at \$92,799.

### Highlights for the Fiscal Year:

- PHS Athletic Fundraiser \$52K
- Memberships \$3.6K
- Sponsorships \$8.6K
- Concessions (Net) \$17K
- Spirit Wear (Net) \$400 (broke even)
- Mulch (Net) \$7K
- Paver (Net) \$7.6K
- Raffle (Net) \$1K

### Fundraising:

We are actively exploring opportunities to increase membership and sponsorship. The Booster Club Executive Board will meet over the summer to discuss outreach strategies. We experienced a loss of approximately \$8,000 in concession revenue due to the loss of Winter season home games and Spring Lacrosse home games being rescheduled to other school fields due to rainouts.

Next year's mulch sale goal is to reach over \$20,000 in revenue, which would require the sale of approximately 6,000 bags. Signage costs will be reduced by reusing materials from the previous year. We lost 77 reorders from last year and plan to use Zeffy for an email campaign to re-engage previous customers. We will continue using the Fire House location for delivery and distribution, as the high school parking lot can no longer accommodate tractor-trailer access.

Paver order forms have been sent to Skelly for engraving, and we will receive a proof to review soon. (Post-meeting note: proof approved and engraving to begin in July with plans to install by end of August). The current pavers will be cleaned and paint touch-ups completed before the installation of the new pavers.

The raffle was a success, and we plan to hold it again this year. Promotion will begin in the fall, leading up to a holiday event.

### Spirit wear:

Lori Forcey stated that there were no Winter or Spring spirit wear sales this past year.

Kevin would like to conduct a full inventory to calculate the true cost of goods sold (COGS) and better understand our actual profit margins.

Gina informed us that beginning next year we will be allowed to sell spirit wear in the school store during lunch and at indoor concessions.

We need to order youth sizes to have available for Poolesville Day on Saturday, September 20. An inventory assessment is also needed to prepare for Back to School Night. Lori already re-ordered baseball caps.

The Boosters purchased supplies for the Lacrosse Senior Night "Glow" theme celebration, which was a success. Now that we have the Fall Football schedule, it's time to identify "Falcon Nest" student spirit leaders who will help create themes and designs for themed shirts.

Lori Forcey stepped down as Chair of the Spirit Wear Committee.

### Concessions:

Over the summer, we will clean and restock the outdoor concessions stand in preparation for Fall sports.

Once the indoor concessions area opens—currently projected for the end of August—we will assess space and equipment needs. Pepsi will be providing coolers free of charge. We are still determining how to utilize or store the MCPS-provided coolers.

Known equipment needs include a large warmer and additional shelving.

### Membership:

Membership signup is now active on the Zeffy website. There is a link on the PHS Booster Club website to Zeffy for signups. Moving forward we will provide QR Code at events to sign up. No more paper membership forms. Will heavily promote at Back to School Night and Meet the Coaches night.

### Sponsorship:

Working on securing new sponsors. Alan Hobbs will promote with the Poolesville Area Chamber of Commerce (PACC). We are looking at new areas to place the banners, possibly by the Baseball field, and under the scoreboards.

## **NEW BUSINESS:**

Elections for the 2025/2026 school year. Lori Forcey made the motion, and Kevin Kimball seconded the motion. The Executive Board for the 2025/2026 school year are:

President: Alan Hobbs

Vice President: Ed Reed

Vice President: Ron Sosna

Treasurer: Kevin Kimball

Vice President: Bob Blackstone

Secretary: Karen Salovich

The new board runs July 1<sup>st</sup> through June 30<sup>th</sup>.

Boche will be getting new jerseys with a number on the back. Gina is working with the Bocce coach on this.

Gina is still waiting for a new sound system for the stadium.

We have a new batting cage for softball. Gina is reviewing location options since we are unable to remove trees near the current location.

## **Adjournment**

Call for the meeting to be adjourned at 7:44 pm