



Westlake Demons Athletic Boosters Meeting Minutes November 3, 2016

Motion to start meeting: Chris Bednar

Seconded by: Diane Campo

All vote, motion carries.

Athletic Director's Report – Tony Cipollone

- Playoff tickets available
- Fall sports have wrapped with exception of football
- We have state qualifiers in tennis and XC
- OHSAA winter sports meeting is 11/20 at 7p in PAC
- Banquets start next week; Burntwood Tavern is going to be catering; Seniors and Coaching staff eat free; we will provide desserts; paper products, beverages
 - Need a few people to help serve
- SWC Cheer Championships are on Monday; all tickets are pre-sale
- Planning to host SWC Leadership Conference here in January
- Youth LAX – change in the program; WHS LAX staff is taking over running the youth program to keep kids here in Westlake. Open House on Sunday
- Baseball Team – did a team bonding event
- As part of our scoreboard deal at Reid Stadium, we are getting a wall wrap – in the hallway on the way to the weight room
 - Tony shared pictures; will dress up the area back there
- We revamped our letters and conference championship medals; new items for 2nd and 3rd year letter winners
- Patches are given when teams win conference championships; they now will get pins that they can put on their letter. W for SWC Championship; Demon for District Championship

Officers Reports

President – Gina Redinger for Ed Blair

- No report

Vice President – Gina Redinger for Roberta Rence

- Friday, Feb 3 is spaghetti dinner – home Boys basketball game and a play in PAC
- New HOF inductees will be introduced



Vice President Fundraising – Gina Redinger

- Winter Green Out shirt – long sleeve; SkyZone will be the corporate sponsor to underwrite the cost of 400 shirts
- Mindy Clark will be working with WDAB to get students to all games - “G.O.”
- Saturday, April 1st – Demon Spring Bash; details being finalized

Treasurer – Barb Kerr

- See attached report
- Sales Tax Exempt form – we are not going to reimburse sales tax any longer
- Reimbursement form attached as well
 - Reimbursement form will be added to website; exempt form to be requested from Barb

Secretary – Lori Jolliffe

- Please sign in

Committee Reports

Alumni & Community Relations – Megan Moutoux

- No report

Concessions – Christine Brown

- Quiet; will be in touch with Basketball Liaisons regarding volunteering
- Need to speak with LEBL if they want concessions open
- Still not sure about LBMS; working with Mr. Wilson to determine

Fundraising

50/50 Raffle – Roberta Rence

- Kicks off next week; tickets are being printed and will be handed out at banquets
- All teams are to be selling, participating
- Sold in packs of 12; \$5 per or 6 for \$25; team competition for earning funds
- Goal is to raise \$8000

Golf Outing – OPEN

- We are still looking for a chair; Gina is working with someone who is interested

Krispy Kreme Donut Sales – Carol Burns

- We over ordered for North Ridgeville game; made a little less than we wanted
- Will be selling at Holiday Spirit Wear

Membership – Sandy Blair

- 197 memberships; we are out of pins
- Members are all on website



Publicity – Elise Orr

- Really close to having newsletter prepared
- Blasting out good luck ad sales, spirit wear, Holiday

Scholarships – Roberta Rence

- No report

Senior Banners – Roberta Rence

- 11/8 – winter sports senior banner picture day

Spirit Wear – Kim Fisher, Lori Withers, Kelly Ilg, Fawn Carson

- Holiday Sale is Saturday, 11/19 – Kim needs volunteers; cashier, set up, etc.
- Second sale is December 10
- No Youth items

Sports Programs – Gina Redinger

- Good luck ads are out; hard copies or you can do online
- Hockey is selling some ads for our program; they get the revenue from those few ads sold

Team Liaisons – Ed Blair

- Tony is updating the report

Varsity Jackets – Sharon Prexta

- No report

Volunteer Coordinator (non-concession) – Cheryl Bansek

- No report

Website – Lori Jolliffe

- Content is current; send Lori any items to add

New Business

Next meeting: December 1st - 7p - Westlake High School

Guest Speaker: TBD

Westlake Demon Athletic Boosters
Profit & Loss
 June through October 2016

11/02/16

Accrual Basis

	Jun - Oct 16
Ordinary Income/Expense	
Income	
4000 · Revenue	
4100 · Revenue - Events	
4120 · Golf Outing	13,609.89
Total 4100 · Revenue - Events	13,609.89
4200 · Revenue - Spirit	
4205 · Yard Signs/Varsity Jackets	2,730.00
4210 · All Sports Cards	48.00
4215 · Senior Banners	1,030.50
4220 · Spirit Wear	19,705.40
4525 · White Out T-Shirts	3,409.00
Total 4200 · Revenue - Spirit	26,922.90
4300 · Revenue - Concessions	
4310 · School Games	10,428.72
4320 · Donut Sales	592.00
Total 4300 · Revenue - Concessions	11,020.72
4400 · Revenue - Membership	24,480.00
Total 4000 · Revenue	76,033.51
4500 · Other Revenue	500.00
4600 · Programs	
4605 · Good Luck Ads	570.00
4600 · Programs - Other	20,104.58
Total 4600 · Programs	20,674.58
Total Income	97,208.09
Cost of Goods Sold	
5000 · Cost of Goods Sold	
5200 · Spirit	
5210 · All Sports Cards	96.03
5215 · Senior Banners	2,677.50
5220 · Spirit Wear	-108.00
5225 · White Out T-Shirts	2,876.25
Total 5200 · Spirit	5,541.78
5300 · Concessions	
5310 · School Concessions	6,481.56
5320 · Donuts	700.00
Total 5300 · Concessions	7,181.56
5600 · Programs	53.66
Total 5000 · Cost of Goods Sold	12,777.00
Total COGS	12,777.00
Gross Profit	84,431.09
Expense	
6000 · Expenses	
6015 · Other Events	252.64
Total 6000 · Expenses	252.64

6:03 PM

11/02/16

Accrual Basis

Westlake Demon Athletic Boosters
Profit & Loss
June through October 2016

	Jun - Oct 16
6200 · Administrative Expenses	
6205 · Bank Fees	463.79
6210 · Credit Card Fees	1,088.88
6215 · Website	126.68
6235 · Misc	13.14
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Total 6200 · Administrative Expenses	1,692.49
7000 · Sports	
7005 · All Sports	4,399.00
7010 · Fall Sports	33,850.00
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Total 7000 · Sports	38,249.00
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Total Expense	40,194.13
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Net Ordinary Income	44,236.96
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Net Income	44,236.96
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Westlake Demon Athletic Boosters
Balance Sheet
 As of October 31, 2016

	Oct 31, 16
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash	
1005 · Petty Cash - Spirit Wear	350.00
1010 · Checking - First Fed Lakewood	68,099.43
1011 · Checking - Citizens	15,936.86
Total 1000 · Cash	84,386.29
Total Checking/Savings	84,386.29
Accounts Receivable	
1100 · Accounts Receivable	2,544.18
Total Accounts Receivable	2,544.18
Other Current Assets	
1200 · Other Current Assets	
1210 · Spirit Wear Inventory	24,328.88
1220 · Spirit Wear PE Uniforms	8,038.59
Total 1200 · Other Current Assets	32,367.47
Total Other Current Assets	32,367.47
Total Current Assets	119,297.94
TOTAL ASSETS	119,297.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Other Current Liabilities	
2110 · Annual Sport Passes	6,822.00
2120 · Weight Room	50.00
2200 · Reserves	
2210 · Baseball	1,786.97
2215 · Basketball	670.24
2220 · Golf - Boys	4.51
2225 · Football	5,081.77
2230 · Lacrosse	995.28
2235 · Soccer - Boys	221.32
2236 · Soccer - Girls	2,088.00
2240 · Cheerleading	150.00
Total 2200 · Reserves	10,998.09
2100 · Other Current Liabilities - Other	155.00
Total 2100 · Other Current Liabilities	18,025.09
Total Other Current Liabilities	18,025.09
Total Current Liabilities	18,025.09
Total Liabilities	18,025.09
Equity	
30000 · Opening Balance Equity	57,035.89
Net Income	44,236.96
Total Equity	101,272.85
TOTAL LIABILITIES & EQUITY	119,297.94



Sales and Use Tax Blanket Exemption Certificate

The purchaser hereby claims exception or exemption on all purchases of tangible personal property and selected services made under this certificate from:

(Vendor's name)

and certifies that the claim is based upon the purchaser's proposed use of the items or services, the activity of the purchase, or both, as shown hereon:

Westlake Demon Athletic Boosters is a 501(c)(3) organization
Tax ID: 23-7405721

Purchaser must state a valid reason for claiming exception or exemption.

Barb Kerr, Treasurer
Purchaser's name
Westlake Demon Athletic Boosters
Purchaser's type of business
Westlake HS, C/O Athletic Director, 27830 Hilliard Blvd.
Street address
Westlake, OH 44145
City, state, ZIP code
 Treasurer
Signature Title
8/9/2016
Date signed

Vendor's license number, if any

Vendors of motor vehicles, titled watercraft and titled outboard motors may use this certificate to purchase these items under the "resale" exception. Otherwise, purchaser must comply with either rule 5703-9-10 or 5703-9-25 of the Administrative Code. This certificate cannot be used by construction contractors to purchase material for incorporation into real property under an exempt construction contract. Construction contractors must comply with rule 5703-9-14 of the Administrative Code.



WESTLAKE DEMONS ATHLECTIC BOOSTERS (WDAB)
(Formerly the Westlake Demons Club)
REQUEST FOR FUNDS
FISCAL YEAR 2016-17

Please mail to: WDAB @ P.O. Box 45236, Westlake, OH 44145 or e-mail treasurer@westlakeathleticboosters.net

DATE SUBMITTED: _____

APPLICABLE SPORT OR COMMITTEE: _____

AMOUNT OF REQUEST (OR ESTIMATED NET CONTRIBUTION): \$ _____

CHECK SHOULD BE PAYABLE TO: _____

DETAILED BUDGET:

REVENUES (WDAB COMMITTEE USE ONLY): \$ _____

Description of revenues generated:

EXPENSES: \$ _____

Description of item/services being acquired:

Reimbursement of expenses:

Printing _____
Postage _____
Supplies _____
Other _____
Other _____
Other _____

Please indicate one of the following(circle):

Is this expenditure re-occurring in nature: Yes No
Is this a capital expenditure: Yes No
If yes, please provide useful life # of years _____

FOR WDAB USE ONLY

Expenditure approved and sent to Athletic Director for consideration: Date: _____ Initials _____

Expenditure denied for reasons set forth below. Date: _____ Initials _____

Additional information required:

Expenditure approved by Athletic Director: Signature _____
Date: _____

