



## Minutes for JAF

January 17, 2023

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### Call to Order

A meeting of the Jefferson Athletic Foundation (JAF) was held in the media room at JHS on Monday, January 17, 2023. The meeting was called to order by Tania Ishaug at 6:31pm.

### Attendees

Members in attendance included: Tania Ishaug, Mark Morrow, Molly Doyle, Grant Effertz, Amy Christiansen, Krista Pearson, Kim Gehant, Christy Warner, Collen Stocker, Kristine Myers, Eric Dallmann, Denae Frampton, Tony Gilardi, Bill Shermack, Nikki Krakow, Melissa Burkhardt, Raquel Jarabek, Sean Padden, Keith Carnish, Kirsten Rouland, Karl Knoblauch, Virg Senescall, Lorri Wolfe, Bob Lindberg, Paige Rottman and Dennis Senne.

### Minutes

We did NOT have December minutes, so we were not able to approve them. We will do this at the February meeting.

### Email Motions:

No email motions.

### Treasurer's Report:

Colleen reports that JAF has a balance of \$143,223. Colleen also handed out checks from gaming events that were due to booster clubs.

If you are expecting a check for your booster club, but it was made to JAF and sent to JAF, please go to the link in the JAF website and fill out the form so we know to look for checks and to get them to the correct booster clubs as soon as possible.

### Gaming Report

Tony Gilardi

- Full Tilt is doing VERY WELL! Very busy.
- We are hiring an auditor (this was voted on previously) pay will be around \$15/hour, approximately 10 hours a week. Applications are at Northstar.
- We had to get workman's comp insurance, that has been taken care of.
- Christy will work with Tony and Eric for a promotional ad.

Tony Gilardi presented the payouts for December, a total payout of \$2,450.

#### Meat Raffle:

- Boys Tennis \$330
- Alpine \$230
- Cross Country \$290

#### Bingo – Carmines:

- Girls Golf \$400

- Boys Swim & Dive      \$400
- Boys Lacrosse          \$400
- Boys Tennis             \$400

## Monthly Financials

A copy of the LG1004 Monthly Gaming Report was emailed to the gaming committee and the allowable expenses were read to attending JAF board members. Tania made a motion to approve the estimated expenses (\$191,285) for the month of February 2023. Christy Warner seconded the motion. Motion carried.

The estimated allowable expenses are as follows:

- Payroll:                                 \$ 30,000
- Pull tab product:                     \$ 18,000
- Etab Revenue Share NorthStar:    \$ 6,000
- Etab Bingo NorthStar                 \$ 600
- Site Rental: NorthStar                \$ 5,000
- Site Rental: Carmines                \$ 7,000
- Rev Share: Carmines                 \$ 8,500
- Etab and EBingo Carmines:         \$ 2,000
- Site Rental: FT's                       \$ 9,000
- Pilot Games Rev Share: FT's         \$ 17,000
- EBingo Rev Share: FTs                \$ 5,000
- Office Rent Storage: added space   \$ 1,000
- Accounting Legal/svc:                \$ 600
- T-Mobile                                 \$ 85
- Office supplies                         \$ 4,000

The estimated Lawful Purpose Expenditure are as follows:

- Monthly Gambling Tax                \$ 70,000
- Donations: Meat Raffle/Bingo       \$ 7,500

## JAF ACCOUNTANT, AL QUIST

Al Quist, CPA with Quist and Company

- Al Quist gave a short presentation for our booster clubs on how the booster taxes work with JAF.
- JAF is a non-profit, 501 (c)3
- Football, Boys Lacrosse and Girls Lacrosse are exempt for our process, they continue to file their own taxes.
- Al spoke about hiring a professional fundraiser... if a booster club chooses to do this, they need to notify JAF.
- A handout was given that talked about collecting money through Venmo. Al told us that collecting booster club dues or any fundraising moneys collected are NOT a business transaction and do NOT fall under the sales of good and services that the IRS wants to know about. If you have any questions about any tax issues, you can contact JAF and we will get the questions to Al, or get you in touch with him.

## City/School Relations:

Mark Morrow

- City Council is NOT discussing a sports complex. That idea came from the Port Authority.
- Jefferson Athletic Foundation was mentioned in the Mayor Minutes recently for presenting to the City Council.

- Mark presented at the School Board meeting about what JAF is and what we do for Jefferson. Also discussed some of the infra structure issues JAF sees. He spoke directly with Dr. Melby after.
- Mark talked with Chad Nyberg about getting an activity bus for students who need to get to Jefferson but are at other schools. Chad said they are short on bus drivers and a bus like that would cost approximately \$400/day.
- We will table the topic of electronic season passes.

## Board Recap

Open positions for the board are below. Terms are for the 2022-2023 school year.

### VP Volunteer Coordinator- OPEN

1. Through Sign up Genius, ensure that gaming events (Bingo, meat raffle) are staffed by the required amount of volunteers.
2. Communicate with the volunteering team's representative to ensure that they understand what is needed from the volunteers.
3. Ensure that gaming events are being promoted through email and social media by the volunteering team.
4. Provide JAF Board with regular status updates.
5. Attend at least 9/12 monthly meetings per year.

### President/CEO – OPEN

1. Gaming site administration – specifically displayed documents
2. Employee management – manager, assistant managers and sellers hired by manager
3. Gaming accounting and administration – auditing games they have audited for accountability
4. Gaming communications – reading monthly reports
5. Provide JAF Board with regular status update when manager or assistant manager is unavailable
6. Attend at least 9/12 monthly meetings per year.

## Committees

Four Committees:

- Committees – Here are committee updates to for 2022/2023
- **Marketing/Communications**
  - Committee members: Christy Warner, Eric Dallmann and Grant Effertz
    - Please take pictures with what you do with the money from the grants and year end payout. Really helps shows how the sports are using the money. Send the pictures to Christy and she will post them
    - Building awareness – re-writing marketing plan
      - Top 10 Things to know about JAF:
        - Who & what we are about
        - Need to get more people involved in our foundation
    - Have good exposure on Facebook, need to get more exposure on LinkedIn
    - Please update your Member Services Tab
      - Club roster and pictures
      - Update all the information on the form
      - If you have an external website, we will post that as well
    - Photos – please keep sending them in
    - Any ideas – would love to hear them
    - Any help you can offer will gladly be accepted
- **Gaming**
  - Committee members: Bob Christiansen, Tony Gilardi, Denae Frampton and Tammy Tessier Kealy

- **Strategic Direction** – had the floor for the last part of the meeting to go over their approach
  - Committee members: Molly Doyle
    - Goals are tied to the Mission Statement
    - How do we measure if on track with Mission Statement
      - Same answers were:
        - Growth in student participation
        - Getting kids from all schools to participate
        - Player retention
        - Facility upgrades
        - Larger pool of students try out
        - Attendance at events
        - Player longevity with the sport
        - Coach retention
        - Retention of players from youth group
- **Alumni**
  - Committee members: Amy Christiansen and Kristine Meyers

**Open Comments:**

- Due date for fall financial information is JANUARY 31<sup>st</sup>. Amy reminded all to use the updated INCOME STATEMENT that splits Contributions from JAF Contributions.

The next meeting for JAF will be February 21st at 6:30pm media room at JHS. Everyone is welcome to attend.

**Adjournment**

The meeting was adjourned at 7:40pm by Tania Ishaug.

*Amy Christiansen*

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Amy Christiansen

Jan 17<sup>th</sup>, 2023

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Date