Attendees: Leslie Lafond  
Catherine Antonio  
Bill McGowan  
Carol Dozibrin  
Matthew Ferreira

Reviewed first draft of Booster Club Guidelines

- Input was provided for revisions, including:
  - Adding information to ‘What Booster Clubs Do’ section, emphasizing booster clubs represent the school, incorporating the positive message (similar to last paragraph) and deemphasizing end-of-year banquet.
  - Revise any instance that is specified to athletics to include all student activities (i.e. Athletic Director and/or Student Activities Director).
  - Include links to any referenced document and provide some sample examples of documentation for booster clubs to get started.
  - Other discussion involved including concession stand in facilities usage policy, how outside camps fit in, adding meetings to WHS calendar, including a recommendation for Tax ID #, not allowing individualized gifts to students (outside of senior gifts), etc.
- Matt will check to see how much liability insurance may cost the booster club.
- Matt will check to see whether booster clubs are legally required to spend down money at end of year, if there is a limit, or can be carried over to next year.

Next Meeting is scheduled for 11:00 am on Tuesday, February 21.

Adjourned at 12:25 pm