

Reagan High JROTC Booster Club Meeting

October 3, 2023

**PLEASE SIGN IN ON THE
SHEET NEAR THE DOOR.**





2023-24 Board Members

- President: Erin Pruetz
- 1st VP (Merchandise): Sonia Martinez
- 2nd VP (Bazaar): Lisa Vaello
- Treasurer: Annette Davis
- Secretary: Melissa Reyes
- PTA Liaison: Julie Pietsch



Agenda

- Welcome and Call to Order: Erin Pruetz
- Posting Minutes: Melissa Reyes
- Treasurer Report: Annette Davis
- Board and Committee Reports
- Program News: LTC Livingston & MSG Tijerina
- Adjournment: President



Posting Minutes - Melissa Reyes

Meeting was held on 5 September 2023, started at 7:07 PM.

TREASURER REPORT – presented by Annette Davis

May 2023: \$13,839.52, June 2023: \$11,699.97. Audit performed in July. July 2023: \$10,787.13. August 2023: \$12,971.17. Total Expenses: \$6403.43

PRESIDENT'S REPORT – presented by Erin Pruetz

- Booster Club Board met over the summer and discussed board business, solidifying merchandise purchasing.
- Merchandise available, and can be purchased on website.
- Bazaar is coming up in December and if interested in being a vendor, speak with Lisa Vaello.

MSG John Tijerina's REPORT

Shared the information related to the stolen JROTC trailer.

- Upcoming Competition: Headed to Wichita Falls for 6 October - Top of Texas Drill and Shoot

1ST VP of FUNDRAISING – presented by Sonia Martinez

Website closing orders, 22 September. Orders can be made directly on website. Merchandise was offered and available for purchase at Rattler Camp and Rattler Roundup.

Fundraising Reminders: Benevity, RaiseRight, Family Dinner Nights

2nd VP, SPONSORSHIPS – presented by Erin Pruetz (Lisa Vaello, not present)

9 December: Holiday Bazaar - Silent Auction, Raffles, Local School Music

Performances, Santa Visit

Need committee chairs and committee members (Contact Lisa as needed for more information)

Santa Sponsor \$250, Raffle Sponsor - \$100-500, Vendor Coffee and Donuts - \$200, Vendor Vittles Sponsors - \$250

Audit Committee – presented by Shelley Hull

July 15, 2023, Audit committee met to conduct examination of financial reporting for the Ronald Reagan High School JROTC Booster Club.

PTA LIAISON REPORT – presented by Julie Pietsch

1st PTA meeting was held that morning; Reagan is very behind in dues. Currently, Johnson beats Reagan with yearly dues.

Meeting adjourned at 8:35 PM.



Meeting Minutes Approval

Vote to approve meeting minutes from the September, 2023 JROTC Booster Club meeting.

- Motion 1
- Motion 2
- Discussion
- Vote to approve



Treasurer Report - Annette Davis

Starting **BANK** Balance in May 2023 = \$1 3,371.78

Deposits: \$892.43

5/2 - RaiseRight	\$ 42
5/2 - Amazon Smiles	\$ 114.72
5/2 - Amazon Smiles (final)	\$ 184.63
5/22 - Torchy's	\$ 250
5/22 - Willies	\$ 18
5/24 - Benevity donation:	\$ 282.50
5/31 - Bank Interest:	\$ 00.58

Expenses: \$ 424.73

5/26 - Stuf Safari San Jose Cal - Stuffed Rattlers	\$ 424.58
5/31 - Service charges	\$00.15

Ending **BANK** Balance in May 2023 = \$ 13,839.52

Starting **CASH** on hand balance (May)- \$ 911

zero cash transactions

Ending **CASH** on hand balance (May) = \$ 911

Starting **BANK** Balance in June 2023 = \$ 13,839.52

Deposits: \$276.75

6/27 - Benevity donation:	\$ 276.25
6/30 - Bank Interest:	\$ 00.50

Expenses: \$ 2416.30

6/7 - Ck 1435 - End of Year event	\$ 2200.00
6/29 - Post All Mail CE	\$ 216.00
6/30 - Service charges	\$ 00.30

Ending **BANK** Balance in June 2023 = \$ 11,699.97

Starting **CASH** on hand balance (June)- \$911

zero cash transactions

Ending **CASH** on hand balance (June) = \$911

End of Fiscal Year - AUDIT PERFORMED IN JULY
(covered later by audit committee)



Treasurer Report - Annette Davis

Starting **BANK** Balance in July 2023 = \$ 11,699.97

Deposits: \$ 508.08

7/5	- RaiseRight	\$ 31.30
7/6	- Square deposit	\$ 153.26
7/7	- Square deposit	\$ 27.00
7/26	- Benevity donation:	\$ 135.00
7/31	- Spirit night (May)- Willie's	\$ 5.06
7/31	- Spirit night (Apr) - Kneaders	\$ 156.00
7/31	- Bank Interest:	\$ 00.46

Expenses: \$ 1,420.92

7/5	- SquareSpace - website	\$ 350.73
	Reimbursements for award ceremony	
7/6	- 1438 - Erin Pruetz	\$ 150.00
7/11	- 1437 - Col Livingston	\$ 903.75
7/31	- Intuit/Quickbooks	\$ 15.99
7/31	- Service charges	\$ 00.45

Ending **BANK** Balance in July 2023 = \$ 10,787.13

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Starting **CASH** on hand balance (July)- \$ 911

7/5 - New parent/Cadet Orientation \$ 387

Ending **CASH** on hand balance (July) = \$ 524



# Treasurer Report - Annette Davis

Starting **BANK** Balance in Sept 2023 = \$ 12,971.17

Deposits: \$ 2,212.41

|                                           |           |
|-------------------------------------------|-----------|
| 9/05 - Square deposit - Vendor            | \$ 68.02  |
| - Square deposit - Bazaar Vendor x 4      | \$ 272.08 |
| 9/06 - Square deposit - Merch             | \$ 194.84 |
| 9/07 - Square deposit - Merch             | \$ 32.41  |
| 9/08 - Square deposit - Merch             | \$ 62.77  |
| 9/11 - Square deposit - Merch + Vendor    | \$ 120.28 |
| - Square deposit - Merch + Vendor         | \$ 293.40 |
| 9/13 - Square deposit - Merch             | \$ 25.98  |
| 9/14 - Square deposit - Vendor x 2        | \$ 136.04 |
| 9/15 - Square deposit - Merch             | \$ 41.74  |
| 9/18 - Square deposit - Bazaar Vendor     | \$ 68.02  |
| 9/19 - Square deposit - Merch             | \$ 36.49  |
| 9/22 - Square deposit - Merch             | \$ 36.49  |
| 9/25 - Square deposit - Merch+Vendor x 2  | \$ 188.30 |
| 9/26 - Square deposit - Bazaar Vendor x 2 | \$ 136.04 |
| 9/27 - Square deposit - Merch             | \$ 25.98  |
| 9/29 - Square deposit - Vendor            | \$ 68.02  |
| - Benevity donation                       | \$ 405.00 |
| 9/30 - Bank Interest:                     | \$ 00.51  |

Expenses: \$ 4,648.47

|                           |             |
|---------------------------|-------------|
| 9/12 - Return vendor fee  | \$ 59.54    |
| 9/20 - Check 144 cleared  | \$ 125.00   |
| 9/20 - Check 1439 cleared | \$ 4,463.48 |
| 8/31 - Service charges    | \$ 00.45    |

Ending **BANK** Balance in Sept 2023 = \$ 10,535.11

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Starting **CASH** on hand balance (Sept)- \$ 595.39

- correction (mistyped 595.39 not 599.39)
- cash box (Sonia - \$215.39)
- Petty cash (Annette - \$380.00)

No cash transactions

Ending **CASH** on hand balance (Sept) = \$ 595.39



Treasurer Report

Budget for 2023-2024 School year

Income		Expenses	
- Bazaar	\$ 17,815	- Bazaar	
- Raise Right	\$ 200	- Costs	\$ 3,100
- Spirit night	\$ 890	- Cadet share (25% net)	\$ 3,679
- Swag:		- Resale items	
- Ornament sales	\$ 940	- Ornament purchase 2023 (50)	\$ 1,178
- Bundt Cake	\$ 675	- Bundt cakes (50)	\$ 750
- Fence Signs	\$ 316	- Fence signs/decals	\$ 400
- T-shirt	\$ 1,990	- Mighty imprints (shirts/sweaters)	\$ 1,600
- Sweater	\$ 1,155	- Other/New Resale items	\$ 800
- Beanie/scarfs	\$ 520	- Programs	
- Popsocket	\$ 50	- New parent/cadet orientation	\$ 200
- Old inventory	\$ 80	- Veterans Day Parade	\$ 500
- MISC		- Turkey Shoot	\$ 400
- Donations (cash)	\$ 29	- Military Ball	\$ 900
- Corporate donations	\$ 3,000	- Service project	\$ 600
- Bank Interest	\$ 6	- Award Ceremony	\$ 950
- CC fees collected	\$164	- Fiesta Texas/EOY Activity	\$ 3,300
		- Teams Aid Scholarship	\$ 2,000
		- Misc cost	
		- Bank charges	\$ 3
		- Square charges	\$ 300
		- 990N Taxes	\$ 0
		- Texas sales and use tax	\$1,100
		- Charms renewal -	\$ 350
		- Mailbox	\$ 330
		- Misc expenses/end of year gifts	\$ 200
		- Website	\$ 500
		- Accountant Program/Quickbooks	\$ 500
		- Buffer/unknown needs	\$ 4,190
Total income: \$27,830		Total expenses: \$27,830	
		Net: \$0	



Treasurer Report

Budget with actual for 2023-2024 School year

Income

- Bazaar (B \$17,815)	\$ 2,770
- Vendors (B \$ 4,530)	\$ 2,590
- Vendors - NESID (B \$ 165)	\$ 110
- Food Services permit (new)	\$ 70
- Silent auction (B \$ 4,775)	\$ 0
- Raffle (B \$8,025)	\$ 0
- Box Lunches (B \$320)	\$ 0
- Corporate Sponsors (new)	\$
- Raise Right (B \$200)	\$ 31.30
- Spirit night (B \$890)	\$ 0
- Spring FundRaiser (New - TBA)	\$
- Swag:	\$ 1472.00
- Ornament sales (B \$940)	\$ 350
- Bundt Cake (B \$675)	\$ 75
- Fence Signs (B \$316)	\$ 125
- Yard Signs (new)	\$ 245
- T-shirt (B \$1,990)	\$ 325
- Hoodies (B \$1,155)	\$ 40
- Beanie/scarfs (B \$520)	\$ 22
- Popsocket (B \$50)	\$ 40
- Rowdy Rattler (new)	\$ 240
- Old inventory (B \$80)	\$ 10
- MISC	\$ 1,117.28
- Donations (cash) (B \$29)	\$ 5.85
- Corporate donations (B \$3,000)	\$ 927.50
- Corporate Sponsors (new)	\$
- Bank Interest (B \$6)	\$ 1.49
- CC fees collected (B \$164)	\$ 88.94
- CC fee overpayment/Bazaar	\$ 93.50

Total income: (B \$27,830) \$ 5,390.58

Expenses

- Bazaar	\$ 0
- Costs (B \$3,100)	\$ 0
- Cadet share (25% net) (B \$3,679)	\$ 0
- Resale items	\$ 1,033.08
- Ornament purchase 2023 (B \$1,178/50)	\$ 608.50/30
- Bundt cakes (50) (B \$750)	\$ 0
- Fence signs/decals (B \$400)	\$ 0
- Mighty imprints (shirts/sweaters) (B \$1,600)	\$ 0
- Other/New Resale items (B \$800)	\$ 424.58
- Programs	\$ 512
- New parent/cadet orientation (B \$200) - Julu	\$ 387
- Veterans Day Parade (B \$500) - Nov	\$ 0
- Turkey Shoot (B \$400) - Nov	\$ 0
- Military Ball (B \$900) - Feb	\$ 0
- Service project (B \$600)	\$ 0
- Award Ceremony (B \$950) - May	\$ 0
- Fiesta Texas/EOY Activity (B \$3,300)	\$ 0
- Teams Aid Scholarship (B \$ 2,000)	\$ 125
- Misc cost	\$ 5,103.62
- Bank charges (B \$ 3)	\$ 1.05
- Square charges (B \$ 300)	\$ 139.00
- 990N Taxes (B \$0)	\$ 0
- Texas sales and use tax (B \$1,100)	\$ 117.38
- Charms renewal (B \$ 350)	\$ 0
- Mailbox (B \$ 330)	\$ 0
- Misc expenses/end of year gifts (B\$ 200)	\$ 0
- Website (B \$ 500)	\$ 350.73
- Accountant Program/Quickbooks (B \$ 500)	\$ 31.98
- Buffer/unknown needs (B\$ 4,190) - Trailer	\$ 4,463.48

Total expenses: (B \$27,830) \$ 6,648.70

Net: \$0 (-\$1,258.12)



Treasurer Report Approval

Vote to approve the Treasurer's reports for the September 2023 JROTC Booster Club

- Motion 1
- Motion 2
- Discussion
- Vote to approve



Reimbursement Requests

- All purchases have to be approved by either the committee chair and/or the board.
- We can not reimburse taxes.
- A reimbursement form needs to be filled out, and delivered to either the committee chair and/or the board member that approved the purchase.
- Keep in mind that we do have a line item budget and we have to try to stay with in that budget as much as possible.



Board and Committee Reports

- President - Erin Pruetz
- 1st VP - Sonia Martinez
- 2nd VP - Lisa Vaello
- PTA Liaison - Julie Pietsch



President's Report - Erin Pruetz

- Welcome
 - Goal of the Booster Club
 - Heavy fall fundraising. Want to move some to Spring.
 - Discuss when Sonia Martinez gives her report
 - T-shirt, hoodie, pajama pants, fence, and yard sign orders
 - www.reaganjrotcboosterclub.com continues to grow and evolve



Communications Reminders

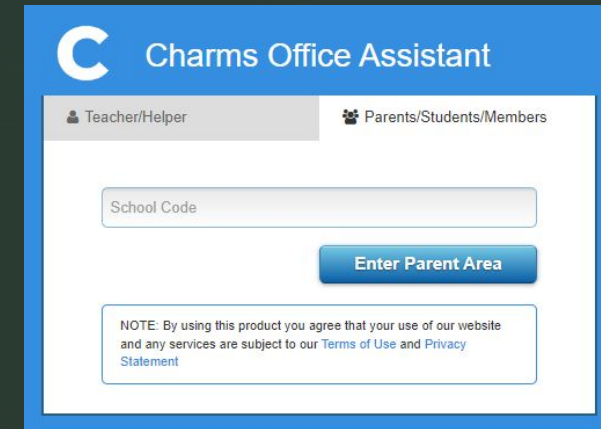
Facebook Page

Please “LIKE” the Ronald Reagan JROTC
Booster Club Facebook page



Charms

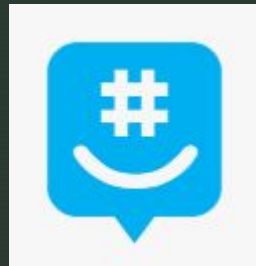
Sign up at <https://www.charmsoffice.com/>
School Code: [ReaganJROTC](#)



GroupMe

<https://groupme.com>

Apps can be found in App Stores



Web Site

www.ReaganJROTCBoosterClub.com



The Reagan High School JROTC Booster Club exists to serve and support all cadets as they work toward their goal of

Deeds, Not Words



1st VP Report - Sonia Martinez

- Torchy's Spirit Night. Earned \$400.00
- Upcoming Fundraisers
- 17OCT2023. Raising Cane's - Stone Oak Parkway 5pm-10pm
- Board and Brush 19178 Blanco Rd. Ste 107
- 20OCT2023 at 6:30 p.m.
-
- **SPRING FUNDRAISER IDEAS**
- Raider Event. The Washtub Gift Cards
- Burger in a Bag
- GoFundMe



Fundraising Reminders

Benevity

- Many large corporations like AT&T and USAA use Benevity for charitable donation matching. Check to see if yours does! Reagan JROTC Booster is set up in their system.

Join 900+ Leading Brands Who Use Benevity



RaiseRight

- Online and Physical Gift Cards
- Earn money back toward JROTC with every purchase
- Use code JBXQVJAP5W53



www.raiseright.com



JROTC Family Dinner Night

Raising Cane's
17 Oct. 2023

19110 Stone Oak Parkway

Hours:
5pm - 10pm

JOIN OUR FUNDRAISER AT RAISING CANE'S!

Mention the fundraiser at the register
and Cane's will donate 15% of sales to:

Reagan JROTC

DATE & TIME:

October 17, 2023 from 05:00 PM - 10:00 PM

LOCATION:

19110 Stone Oak Parkway, San Antonio, TX 78258
+1 210-499-0011





Future JROTC Family Dinner Night Events for this Academic Year

- Sept. 14, 2023
- Oct. 17, 2023
- Nov. 15, 2023
- Dec. 14, 2023

Torchy's Tacos - Sonterra Pl
Raising Cane's - Stone Oak
Chipotle - The Vineyard
Panera - The Vineyard



BEST. MERCH. EVER.



Reagan Rattlers T-shirt \$25

Reagan Rattlers Hoodies \$40

[Click Here to Shop Reagan T-Shirts](#)

[Click Here to Shop Reagan Hoodies](#)



Front



Back

2023 Commemorative
White House Christmas Ornament
\$30

[Click Here to Shop Ornaments](#)

CORPORATE SPONSORSHIPS

High Visibility
Corporate Sponsorships
Available

[Click Here to Shop for Corporate Sponsorships](#)



Scan for Info on Our 2023
Holiday Bazaar!

SPONSORED BY THE
REAGAN JROTC BOOSTER CLUB

[CLICK FOR MORE REAGAN- & JROTC-BRANDED MERCH!](#)



Rowdy Rattler Stuffed Snake
w/ Reagan Bandana
\$15

[Click Here to Shop for Rowdy](#)



Reagan Logo Pop Socket
\$10

[Click Here to Shop for
Pop Sockets](#)



Nothing Bundt Cakes Cards
1 Free Bundlet/Month for a Year
\$25

[Click Here to Shop
for NBC Cards](#)

[Click Here to Shop](#)

The Official 2023 White House Christmas Ornament

The JROTC Booster Club will once again offer the official White House Christmas ornament as part of our fundraising program for this calendar year.

These are in stock and ready for your purchase for \$30.

Prior years are available too!





SPONSORSHIPS

New This Year!

Corporate Sponsorships are available

Three tiers at \$200, \$300, and \$500
annually

See site for details.

www.ReaganJROTCBoosterClub.com



2nd VP Report - Lisa Vaello

- Consider joining the Holiday Bazaar Committee:
 - Silent Auction Committee
 - Raffle Committee
 - Merchant Hospitality Committee
 - Entertainment Committee
- Contact Lisa Vaello at reaganjrotcboosterfundraising@gmail.com or 210.862.5035
- Committee needs
 - www.ReaganJROTCBoosterClub.com/Volunteer

Check out the Holiday Bazaar Facebook page at

www.facebook.com/JROTCHolidayBazaar

Or scan the QR code





2023 Holiday Bazaar UPDATE

- Met with Bazaar Committee previous to meeting
- **NEED HELP SELLING SPONSORSHIPS**
- 50 Vendors Signed Up
- Silent Auction - 15 Items Secured
 - Mainly Gift Certificates
 - Need to find Items/Baskets
- Raffle
 - Cadets will get packet to sell tickets
 - Need to get Raffle Sponsors for Gift Cards
- Local School Music Performances
 - Still reaching out to School contacts
- Santa Confirmed



NEW BAZAAR SPONSORSHIPS



Santa Sponsor - \$250

- Your company/family name on Bazaar Banner/Signage
- Your company/family name on Santa Signage
- Your company/family name on Bazaar Facebook Page
- Your company/family name on JROTC Booster Club Webpage

Vendor Coffee & Donuts Sponsor(s) - \$200

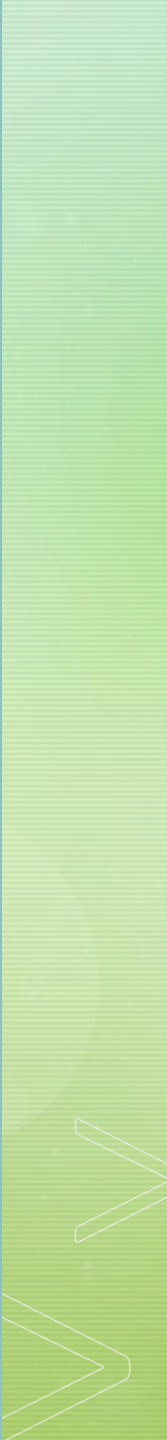
- Your company/family name on Bazaar Banner/Signage
- Your company/family name on Bazaar Facebook Page
- Your company/family name on JROTC Booster Club Webpage

Raffle Sponsor(s) - \$100-\$500

- Your company/family name on Bazaar Banner/Signage
- Your company/family name on Raffle Signage
- Your company/family name on Bazaar Facebook Page
- Your company/family name on JROTC Booster Club Webpage

Vendor Vittles Sponsor(s) - \$250

- Your company/family name on Bazaar Banner/Signage
- Your company/family name on Bazaar Facebook Page
- Your company/family name on JROTC Booster Club Webpage





Audit Committee - Shelley Hull

Ronald Reagan High School Army JROTC Booster Club

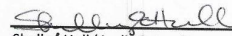
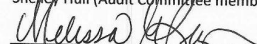
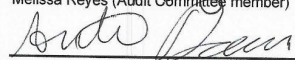
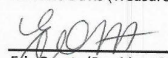
AUDIT COMMITTEE REPORT FOR THE TIME PERIOD

July 1, 2022 through June 30, 2023

The financial data contained in the following financial statements for the time period of July 1, 2022 to June 30, 2023 have been audited in detail by the Audit Committee members named below. These members agree that these financial statements are proper and correct, except for the following exceptions and/or recommendation:

1. Inventory losses/mislabeled
 - a. Due to loss of access to previous square account inventory data was lost. Based on reverse calculation 8 shirt cannot be accounted for. All remaining retail items could be verified.
2. Audit procedure recommendation:
 - a. Point 2: during summer reconciliation are presented at the first meeting of the school year
 - b. Point 5 and 17: ~~Note~~ applicable.
 - c. Point 8: Not the current process, only one signer at this time. Audit committee recommending amending to two signers.
 - d. Point 16: Minutes show approval without motion, recommend motions be documented as well.
 - e. Point 17: Cash ledger being used, rec a cash form and two signatures for verification
 - f. Point 23: Sales tax form filed 10 days late and late fees were donated in cash

Audit Reviewed by Audit Committee:

 Shelley Hull (Audit Committee member)	<u>07/15/2023</u> Date
 Melissa Reyes (Audit Committee member)	<u>7/15/2023</u> Date
 Annette Davis (Treasurer)	<u>7/15/2023</u> Date
 Erin Pruetz (President 2022-2024)	<u>07/15/2023</u> Date



PTA Liaison - Julie Pietsch

- Please consider joining the Reagan PTA
 - Benefits for family and students
 - Cost is \$7.50...about the same cost as a Starbucks latte
 - www.joinpta.org

Join Reagan PTA.



PTA BENEFITS

- *Scholarship Opportunities
- *Volunteer opportunities
- *Reflections Art Program
- *Member Discount

Open Registration \$7.50

Contact: membership@ronaldreaganpta.org

www.joinpta.org



SCAN ME



PTA Liaison - Julie Pietsch

LINK TO OUR
Welcome
Packet

SCAN ME



If you haven't already, please check out the PTA Welcome Packet for important school year information

<https://www.smore.com/34vwe>



Battalion Events

6-7 Oct: Top of Texas Drill & Shoot
S.H. Rider High School - Wichita Falls, TX

14 Oct: Raider Challenge 1
NEISD Confidence Course - Camp Henson

14 Oct: Thunderbird Classic
Wagner High School - SATX

17-19 Oct: PV2-CPL Promotion Assessment

24 Oct: Cadet of the Month Board
Reagan ROTC Bldg., 0730

26 Oct: MSG Roy Benavides Memorial Air Rifle Match
Lee HS JROTC Air Rifle Range

28 Oct: "Five Nights at Freddy's" Movie Night
Northwoods Regal Theater

4 Nov: PJ Memorial Orienteering/Raider Challenge
La Copa, TX (Day Trip)

10-12 Nov: Robotics Challenge
Galveston, TX

11 Nov: Veterans Day Parade **Mandatory**
Downtown San Antonio (Milam Park to Alamo)

18 Nov: Alamo City Striker Skills Meet (ACSSM)
Reagan Campus

28 Nov: Cadet of the Month Board
Reagan ROTC Bldg., 0730

2 Dec: Hornet Invitational Skills Meet
East Central High School - SATX

2 Dec: Raider Challenge 2
NEISD Confidence Course - Camp Henson

9 Dec: Holiday Bazaar
Reagan Campus

10 Dec: State Round Cyber Patriot Competition
Reagan ROTC Bldg.

12 Dec: Cadet of the Month Board (Select Cadets)
Reagan ROTC Bldg., 0730

15 Dec: DBDT/SART/RGDT Christmas Caroling
Independence Hill Ret. Comm., 5:30 - 8:00 PM



Adjournment

Thank you for your attendance. We encourage you to stay involved this year by attending our meetings and keeping up with our activities on our Website.

Our next meeting will be Tuesday, November 7, at 7:00pm.

If you have not signed in for this meeting, please do so on the sheet at the back of the room.