

Reagan High JROTC Booster Club Meeting

September 5, 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

2 May 2023 Meeting Minutes, meeting held virtually through Zoom Meeting

In Attendance: Erin Pruetz (Pres), LoAn Vo (1st VP), Annette Davis (Treas), Drew Leiendecker (Secretary), 3 parents

- **President Report:** Secretary position was open for next year, nominations accepted. Melissa Reyes nominated by Heidi Muller. Nomination approved. Melissa Reyes voted as Secretary, 2-year ter.
- **Treasurer Report** April 2022: Ending Balance \$13,371.78
 - Pending transactions needing approval during meeting: MOTIONS PASSED
 - New picnic table; New bench (next year)
 - End of year trip to Fiesta Texas: Board will pay one-third of estimated cost of \$2200.
 - Volunteers requested by Treasurer to help with audit committee. (Melissa Reyes, Tiffany Holley)
- **Fundraising Report:**
 - May Spirit night: Willie's, 10 May
 - 2023 White House Ornament has been released, picture provided
 - Reminder for 2023 Holiday Bazaar, volunteers needed for more information/interest in volunteering
- **Battalion Update:** Robotics Team competition held weekend before, did well; 3 May Drill Teams leave for Daytona and the Army/All Service Drill Team Championship; 13 May is Pass-in-Review and Awards Ceremony; Summer PT practices start 26 June; 5 July New Cadet/Parent Orientation.
- **PTA:** No update for meeting.
- Meeting adjourned at 7:47 pm. Next meeting will be held at beginning of academic year



Meeting Minutes Approval

Vote to approve meeting minutes from the May, 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 Aug 2023 = \$ 10,787.13

Deposits: \$ 2,808.68

|                                       |           |
|---------------------------------------|-----------|
| 8/01 - Square deposit                 | \$ 204.36 |
| 8/02 - Square deposit                 | \$ 334.89 |
| 8/03 - Square deposit                 | \$ 184.05 |
| 8/04 - Square deposit - Bazaar Vendor | \$ 62.81  |
| 8/07 - Square deposit                 | \$ 125.62 |
| 8/08 - Square deposit                 | \$ 104.81 |
| 8/10 - Square deposit                 | \$ 350.47 |
| 8/11 - Square deposit                 | \$ 75.56  |
| 8/14 - Square deposit - Bazaar Vendor | \$ 68.02  |
| 8/16 - Ck deposit - Bazar vendor/food | \$ 100    |
| 8/16 - Ck deposit - Bazar vendor      | \$ 65     |
| 8/16 - Ck deposit-Bazar vendor/NEISD  | \$ 55     |
| 8/16 - Ck deposit - Bazar vendor      | \$ 65     |
| 8/21 - Ck deposit - Bazaar Vendor     | \$ 65     |
| 8/21 - Ck deposit - Bazaar Vendor     | \$ 65     |
| 8/21 - Square deposit                 | \$ 291.01 |
| 8/24 - Square deposit - Bazaar Vendor | \$ 68.02  |
| 8/24 - Benevity donation:             | \$ 387.50 |
| 8/29 - Square deposit - Bazaar Vendor | \$ 68.02  |
| 8/31 - Square deposit = Bazaar Vendor | \$ 68.02  |
| 8/31 - Bank Interest:                 | \$ 00.52  |

Expenses: \$ 624.64

|                                 |           |
|---------------------------------|-----------|
| 8/21 - WhiteHouse Ornament 2023 | \$ 608.50 |
| 8/30 - Intuit/Quickbooks        | \$ 15.99  |
| 8/31 - Service charges          | \$ 00.15  |

Ending **BANK** Balance in Aug 2023 = \$ 12,971.17

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Starting **CASH** on hand balance (June)- \$ 524

Cash purchases \$ 69.72

Reagan New student orientation	\$ 27.24
Rattler Round-up	\$ 42.48

Cash (change) Donation \$ 5.67

Ending **CASH** on hand balance (June) = \$ 599.39



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		Expenses	
- Bazaar (B \$17,815)	\$ 1,870	- Bazaar	\$ 0
- Vendors (B \$ 4,530)	\$ 1690	- Costs (B \$3,100)	\$ 0
- Vendors - NESID (B \$ 165)	\$ 110	- Cadet share (25% net) (B \$3,679)	\$ 0
- Food Services permit (new)	\$ 70	- Resale items	\$ 1,033.08
- Silent auction (B \$ 4,775)	\$ 0	- Ornament purchase 2023 (B \$1,178/50)	\$ 608.50/30
- Raffle (B \$8,025)	\$ 0	- Bundt cakes (50) (B \$750)	\$ 0
- Box Lunches (B \$320)	\$ 0	- Fence signs/decals (B \$400)	\$ 0
- Raise Right (B \$200)	\$ 31.30	- Mighty imprints (shirts/sweaters) (B \$1,600)	\$ 0
- Spirit night (B \$890)	\$ 0	- Other/New Resale items (B \$800)	\$ 424.58
- Swag:	\$ 722	- Programs	\$ 387
- Ornament sales (B \$940)	\$ 20	- New parent/cadet orientation (B \$200)	\$ 387
- Bundt Cake (B \$675)	\$ 25	- Veterans Day Parade (B \$500)	\$ 0
- Fence Signs (B \$316)	\$ 0	- Turkey Shoot (B \$400)	\$ 0
- T-shirt (B \$1,990)	\$ 325	- Military Ball (B \$900)	\$ 0
- Hoodies (B \$1,155)	\$ 40	- Service project (B \$600)	\$ 0
- Beanie/scarfs (B \$520)	\$ 22	- Award Ceremony (B \$950)	\$ 0
- Popsocket (B \$50)	\$ 30	- Fiesta Texas/EOY Activity (B \$3,300)	\$ 0
- Rowdy Rattler (new)	\$ 255	- Teams Aid Scholarship (B \$ 2,000)	\$ 0
- Old inventory (B \$80)	\$ 5	- Misc cost	\$ 4,983.35
- MISC	\$ 626.71	- Bank charges (B \$ 3)	\$ 0.60
- Donations (cash) (B \$29)	\$ 5.85	- Square charges (B \$ 300)	\$ 77.74
- Corporate donations (B \$3,000)	\$ 522.50	- 990N Taxes (B \$0)	\$ 0
- Bank Interest (B \$6)	\$ 0.98	- Texas sales and use tax (B \$1,100)	\$ 58.82
- CC fees collected (B \$164)	\$ 48.16	- Charms renewal (B \$ 350)	\$ 0
- CC fee overpayment/Bazaar	\$ 49.22	- 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) (Pending)	\$ 4,463.48
Total income: (B \$27,830)	\$ 3,250.01	Total expenses: (B \$27,830)	\$ 6,403.43
		Net: \$0	



Treasurer Report Approval

Vote to approve the Treasurer's reports for the June-August 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
- Audit Committee - Shelley Hull
- PTA Liaison - Julie Pietsch



President's Report - Erin Pruetz

- Welcome
 - Goal of the Booster Club
- Summer Meeting
- New Website
 - www.ReaganJROTCBoosterClub.com
- New Trailer Expense
 - MSG
 - Annette

Vote on new trailer expense

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



Communications Reminders

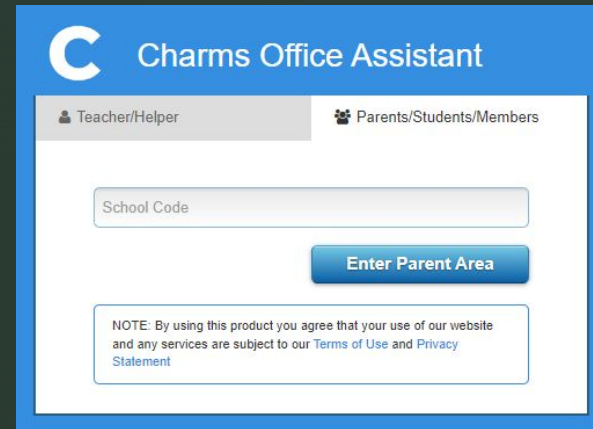
Facebook Page

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



Charms

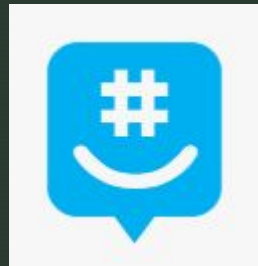
Sign up at <https://www.charmsoffice.com/>
School Code: [ReaganJROTC](#)



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

- Merch available
 - Online store closes Sept. 22
 - <https://reaganjrotcboosterclub.square.site/jrotc-merch>
- Rattler Camp
- Rattler Roundup



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

Torchy's Tacos
14 Sept. 2023

18210 Sonterra Pl

Hours:
5pm - 8pm





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
Kneaders - Hardy Oak Blvd
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

Your business will receive a full-color sign displayed outside the JROTC building, plus a link and logo on our Booster Club site.

See site for details.

www.ReaganJROTCBoosterClub.com



2023 Holiday Bazaar SAVE THE DATE

- **Date Set for December 9th, 2023**
- 50+ Local Vendors
- Silent Auction
- Raffle
- Local School Music Performances
- Santa Visit





2nd VP Report - Lisa Vaello

- Consider joining the Holiday Bazaar Committee:
 - Silent Auction Chair & 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



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

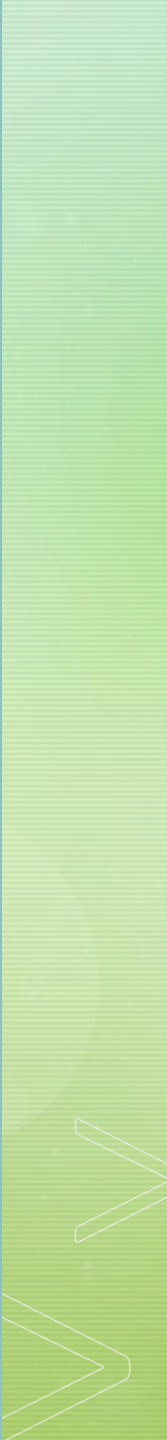
- Your company/family name on Bazaar Banner/Signage
- Your company/family name on Bazaar Facebook Page
- Your company/family name on JROTC Booster Club Webpage

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



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
- PTA Greenback Night is September 19 at 6:30p
 - Walk your student's schedule
 - Meet teachers, admin, and staff

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

21-24 Sep: Louisiana Raider Challenge
Slidell, LA

21 Sep: NEISD Air Rifle Season Opener
Lee HS JROTC Air Rifle Range

8 Sep: Service Learning Project - Bike Rodeo
Hardy Oak Elementary School (Select Cadets)

26 Sep: Cadet of the Month Board
Reagan ROTC Bldg., 0730

30 Sep-1 Oct: Battalion Camping Trip
Guadalupe River State Park

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

7 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

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



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.

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