

WVSABC

General Membership Meeting Minutes

Date: February 16, 2017

Location: 8463 W Monroe St, Peoria, AZ 85345

Time: 6:00 PM

Call to order at 6:17 PM by President Misty Toomey.

January 11, 2017 General Meetings Minutes were reviewed and approved.

Approved by member Genevieve Lalonde.

Seconded by member Lisa Rinard.

Roll Call:

Misty Toomey

Nikki McCormick

Tami Wright-Dabo

Kristen Hanni

Sherry Bateman

Lisa Rinard

Genevieve Lalonde

Dawn Sampson

Marvin Hosteen

Shiela Hosteen

Paula Kimmons

Christina Gabaldon

Old Business:

Spring Training – We had only 2 members show interest in volunteering for Spring Training this year but neither could work day shifts, 7 days a week. As we discussed at the January General Meeting, we could only move forward with Spring Training if we had members who could fully commit to the weekday schedule. At this time, we cannot responsibly commit to any additional venues, therefore we will not be fundraising during Spring Training this season. We will revisit it again next year.

No additional Old Business.

Treasurer Report:

Our treasurer, Michelle Buttrum, is currently taking a Leave of Absence (LOA). President Misty Toomey will be fulfilling the Treasurer duties until Michelle returns or until further notice. We kindly ask that you speak with Misty about anything treasury related during this time as any requests or correspondence made to Michelle will not be answered.

We greatly appreciate your patience while Misty and the Board familiarize themselves with where Michelle left off. Misty has asked that our members give her until Monday, February 20

to review and update accounts. After Monday, she will resume Reimbursement Requests. If you have sent in a request recently and do not hear back by the beginning of next week, please email us with a friendly reminder and we will get your reimbursement to you as quickly as possible. Thank you again for your patience.

New Business:

Secretary Report:

AIA Basketball Tournaments @ Gila River – February 23, 24, 25

Uniform Policy Review – EVERY venue we fundraise through requires us to be in proper and complete uniform when we arrive for our volunteer shift. The uniform is as follows: black pants (No jeans, jeggings, leggings, loungewear, or activewear.); black, SLIP RESISTANT shoes; black socks; and a black belt.

We have been stressing to our members for some time now the importance of being uniform compliant, but we are still seeing members come to volunteer wearing the wrong pants and shoes. Thus, the venues we fundraise through are beginning to penalize us with fines. We have also been told that they will send volunteers home who are not in correct uniform.

Please understand that being in correct uniform, especially slip resistant shoes, is a matter of safety. This is non-negotiable and will not be tolerated. Your safety and the safety of our members is first priority. Please also understand that when you do not wear the correct uniform and you put us at risk of being penalized, that you are taking away from other members who DO wear the proper uniform.

Any purchases made for your Booster Club uniform can be reimbursed from your Booster account. President Misty Toomey has 15% off coupons for Payless to help purchase their safeTstep line of slip resistant shoes. If you would like one of these coupons, please speak with Misty or email us at wvsabc@yahoo.com and we will get one to you asap. If you are unable to purchase new shoes or any piece of the uniform due to financial reasons, please speak with a board member or email us and we will do our best to help make arrangements for you to get what you need. All information shared with us will remain confidential.

Levy Online Alcohol Training – If you have yet to complete the Levy Online Alcohol Training please do so ASAP. If you do not complete the training, Gila and Chase Field will not allow you to continue volunteering in their venues. The training is a quick, 15 minute online course. All the information can be found on our WVSABC website (www.wvsabc.com), under the Gila River Arena/Levy tab.

Food Handler Card – ALL members must have a current Food Handler Card on file. This is required by ALL venues we fundraise through. If you do not have a current food handler card, please let a board member know. We will email you a pre-paid voucher code to complete the Food Handler Card online class at no cost to you. For more information, please visit our WVSABC website (www.wvsabc.com), under the Food Handler Information tab.

Bartender Training – Sunday, March 12th, 2PM @ Kristen Hanni's House.

Open to ALL members and mandatory for any member who is currently bartending (but has not already attended a training) or would like to bartend.

VP Marketing Report:

NASCAR – Final Gate Lists must be turned into Americrown by Friday, February 24th. If you are interested in working please go in to Sign-Up Genius or email us at wvsabc@yahoo.com asap. Please be sure to give us the full legal names and date of births of each member of your account that will be working. NASCAR requires this information for your credentials.

NASCAR allows minors 16 years of age or older to work with a signed Parent Consent Form. Also, different from our other venues, the parent or guardian does not need to be present on the grounds while the minor is working.

We expect all 3 days to be very busy as NASCAR is taking place during Spring Break. Advertising has also been very heavy. We will need all hands-on deck. We will be staffing our usual BA-5, Midway, and the beer tent. In addition to our usual stands, we will also be staffing 5 bars. We are currently waiting on confirmation from the venue of the times our stands will be open. As soon as we have the times and details we will send out an email with all the updated information.

NASCAR Credential Pick Up on March 14th@ Peoria Public Library, 6:30pm.

President Report:

World Venture Conference Report –

We believe money was stolen during the World Venture Conference at Gila River. It was a large sum of money and after some investigating by the venue, we know what day and most likely how it went missing. We will continue to review this matter with the venue and look at ways to prevent this from happening again. Going forward, we will be keeping a very close eye on the registers and monitoring how money is handled between transactions. Our club is held responsible for these losses and is required to pay them back. We discussed at the meeting, that this loss will be recouped from our Booster Club General Fund. The members who worked this event will not be penalized. Please know we do not take this lightly and anyone caught stealing will be removed from the club.

Money Handling Review – Cashiers should NOT be opening the cash drawers between transactions without permission from the Lead or Assistant Lead. Cashiers should NOT be handling money for any reason between transactions. No exceptions! This includes tips. When tips are received, they are to be put in the tip trays below the register and not touched again. Please do NOT make change out of the tip trays. Tips will be collected at the end of an event by the Head Cashier only (unless permission to do so is given to a cashier by the Head Cashier). The Head Cashier is the ONLY member who should be removing money from drawers to make change or for money drops. Good rule of thumb: Outside of customer transactions, the Head

Cashier is the only member who should be handling money for any reason. Perception is everything!

Tips - Per the WVSABC bylaws, all tips are turned into the WVSABC Treasurer with 1/2 deposited into the WVSABC "Volunteer Fund" and the remaining 1/2 being added to the event proceeds and disbursed in the hourly pay to the members. The WVSABC Board also has the authority to add more than ½ of the tips to the proceeds to increase the hourly wage as needed.

When tips are received, they are to be put in the tip trays below the register and not handled again. Please do not make change out of the tip trays. We ask this of our members primarily for perception reasons. There is no reason tips should need to be handled after they are put in the tip trays. If you are seen handling tips it can very easily be perceived by others in a negative way and we would like to avoid such situations. ALL tips should be put in the tip trays to be shared between all members working the event. This includes tips given to a member by a friend or family member. We understand that this friend or family member may be wanting to tip you directly, but we ask that you let them know that we are a team, all working for the same reasons, and we share the tips evenly. Please also keep in mind the members who work in positions that do not allow them the opportunity to receive tips: Leads, Cooks, Runners, etc. These members are just as much a part of the team and without them, the cashiers could not do their jobs. We are all a team, we are all working for the same reasons, and we ask that you be kind and fair to all.

Policies and Procedures for On the Job Injuries. –

1. Notify the Supervisor of the injury.
2. Ensure that medical assistance is offered.
3. Determine if the member can continue to work or must go home.

*If the member is a minor, the minor's parent or guardian must be contacted immediately and made aware of the injury/occurrence.

**Let a WVSABC Board Member know about the injury.

VP of Operations Report:

Monthly Training Topic – Sign Up Genius

Please see the attached handout.

Calendar:

Coyotes (Levy) – Multiple games a week through April

Scottsdale Arabian Horse Show (Rojo) – Thurs. Feb. 16 – Sun. Feb. 26

Lowrider Car Show (Rojo) – Sat. Feb. 25...Will Not Be Working

Red Hot Chili Peppers (Levy) – Sat. March 4

NASCAR (PIR/Americrown) – Fri. March 17 – Sun. March 19

Coyotes (Levy) – Thurs. March 16 & Sat. March 18

Chandler BBQ Festival (ProEm) – Sat. March 25...We do not have details for this event yet.

Built Ford Tough Bull Riding (Levy) – Sat. March 25 & Sun. March 26

Meeting adjourned at 7:30 PM

Next Meeting:

No March General Membership Meeting

NASCAR Credential Pick Up on March 14th@ Peoria Public Library, 6:30pm.

Peoria Public Library

8463 W Monroe St, Peoria, AZ 85345