

**Burlington Township Sports Club Foundation
Board Meeting Minutes
Steve Macrae Residence
December 16, 2013**

Call to Order – The meeting was called to order at 7PM. In attendance were Steve Macrae, Don Neff, Carl Budden, Matt Kowalski and Kris Smith.

President's Report –

- First topic discussed was the transition from the Burlington Township Sports Club over to the BTSCF. There have been emails and conversations with members of the Sports Club board, to include Miklos Foltiny and Anthony Pizzigoni.
- Discussed condition of snack shacks and the existing equipment. It was decided that each location needs to be inspected and equipment inventoried.
- Also discussed how to supplement the staffing of Snack Shacks.
 - Once idea proposed was the use of high school students that need community volunteer hours for National Honor Society.
- Website template design discussed and the board unanimously agreed with template number 46919.
- Implementation of Foundation transition announcement discussed. Ideas suggested were:
 - Through Sports Commissioners and Coaches
 - Emailed by coaches with link to BTSCF website
 - Setting up of tables at winter sports programs

Treasurer's Report – It was decided that QuickBooks would not be needed at this time.

Next Steps –

- Need to schedule transition meeting with Burlington Township Sports Club
- Insurance finalized next week – Steve M.
- Bank accounts next week. Need to add Carl B.
- Matt K. to begin discussions with accounting firms.
- Need to develop request for fundraiser approval.
- Need to schedule tour of existing snack shacks to inspect their condition, as well as equipment.
- Content to be provided to website developer – Steve M.

Next Meeting - The next meeting of the Board will be January 15, 2014 at 7PM at the Lake Building.

Adjournment – The meeting was adjourned at 8:20PM.