



## Plymouth Wrestling Booster Club COMMITTEE LIST

*The PWBC has compiled this list of volunteering opportunities for families to assist with.  
Please decide what area you would like to contribute to and then contact  
PWBC Parent Volunteer Coordinator, Jean Francis.  
Expenses you incur, within the 2016 PWBC Budget, will be reimbursed when receipt is given to  
Katie Meyer, PWBC Treasurer.*

1. **Away - Dual Subs** **3 in 2016-17 (4 next season)**
  - a. Contact *Cousin Subs* to pre-order sandwiches for each Away Dual
    - i. Irving - manager
    - ii. 893-8300
    - iii. Wrestlers, Managers & Coaches
  - b. 7 ½" Italian with Provolone (1/3 Ham, 1/3 Turkey, 1/3 Club)
    - i. Ask for individual packages of mustard and mayo in a bag
    - ii. Ask to have each sandwich labeled with T, H or C
  - c. Pick up and deliver to bus after the Dual is complete
2. **Banquet** **Early March**
  - a. Schedule early in the season & put on website, so families know date
    - i. Check activities calendar to avoid other PHS activities
      1. Winter sports play-off's, Spring musical etc.
    - ii. Check with Coach on date
      1. Last year -- Thursday, March 10<sup>th</sup>, 2016
  - b. Schedule at the Osthoff
    - i. [jschnicke@osthoff.com](mailto:jschnicke@osthoff.com)
    - ii. See attached *Banquet Event Order* document for details
  - c. Coaches Gifts
    - i. Assist Team captains to collect funds
    - ii. See attached document for details
  - d. Buy simple table decorations
    - i. Flowering bulb plant
    - ii. Orange & black balloons
    - iii. Individually wrapped candy
  - e. Send electronic invites
    - i. Wrestler and manager families 2016 \$15/plate
    - ii. Coaches and guests (n/c)
    - iii. Mr. & Mrs. Briggs & Gladys (n/c)
    - iv. Greg Ceilly of the Review (n/c)

v. See attached invite document

**3. Concession Stand Ordering                      Late November**

- a. Purchase items to be offered in concession stands
- b. See attached spreadsheet

**4. Concession Stand Scheduling              Home Duals, Freshman & Varsity Tournaments**

- a. Home Duals                                      3 in even years & 4 in odd years
  - i. Arrive after school to stock fridge
  - ii. Arrive at 5:45 to set up & make popcorn & heat hot dogs
  - iii. Serve until first match and then after dual
- b. Freshman Tournament                      1<sup>st</sup> Saturday in December
  - i. Stock fridge and set up
    - 1. check Activities calendar
      - a. IF no Friday night basketball game then stock after school
      - b. IF Friday night basketball game then stock after game approx. 9:30pm
    - ii. Pre-order Dominos, Piggly Wiggly sliced ham
    - iii. Organize simple Coach's room bkft
      - 1. OJ, Coffee, water
      - 2. Bagels & cream cheese
      - 3. Donuts
    - iv. Schedule shifts of volunteers
      - 1. 6am to 4pm (approx.)
- c. Varsity Tournament                              1<sup>st</sup> Saturday in January
  - i. Stock fridge and set up
    - 1. check Activities calendar
      - a. IF no Friday night basketball game then stock after school
      - b. IF Friday night basketball game then stock after game approx. 9:30pm
    - ii. Pre-order Dominos, Piggly Wiggly sliced ham
    - iii. Organize simple Coach's room bkft
      - 1. OJ, Coffee, water
      - 2. Bagels & cream cheese
      - 3. Donuts
    - iv. Organize meal for Coach's room
      - 1. Chissy's broasted chicken, Pig's German Pot salad, Sliced Hot ham sandwiches
      - 2. Ask families to donate salads and desserts
      - 3. Offer coffee, and other concession stand refreshments
    - v. Schedule shifts of volunteers
      - 1. 6am to 4pm (approx.)

**5. Family Orientation                              Early in school year**

- a. Send out electronic invite
- b. Have handouts
  - i. Committee volunteer opportunities
  - ii. Pre-season expectations
  - iii. Season schedule
  - iv. Fund raising
  - v. PWBC membership form

## **6. Fundraising ideas**

- a. WIAA Regionals March
- b. Garden Flags Now
- c. Concession Stands During the season
- d. PAW Tournament TBA
- e. Other ideas?

## **7. Home - Dual Social after Parent Night 1<sup>st</sup> Home Dual of season**

- a. Purchase main meat and prepare
- b. Order small sheet cake
- c. Ask for volunteers to donate side items
  - i. See attached document

## **8. Home - Dual Entertainment**

- a. Pep Band, Dance Line, Vocalist for National Anthem
  - i. Contact PHS to schedule

## **9. Locker Signs**

- a. Design flyer and post on wrestler & manager lockers
  - i. Ask PHS Secretary for locker numbers of wrestlers and managers

## **10. News Article collection Plymouth Review/Sheboygan Press**

- a. Copy all news releases in the paper (via their on-line subscription) and make a pamphlet in dated order
- b. Have school employee (Mr. Briggs) make copies for all wrestlers for Banquet

## **11. Parent Night Home Dual**

- a. 1<sup>st</sup> Home Dual
- b. Send electronic invite to all
  - i. Have rsvp asking for full name of parents as they want to be introduced
    - 1. IF no parent/guardian can attend, then a coach will escort
  - ii. Schedule MC to announce prior to dual
  - iii. Hand each wrestler/manager a flower as announced and then they hand to mom (or dad)
- c. Order long stems flower for mothers/step-mothers from *Cain's Bridal Wreath* (order 2-3 extra for breakage)
  - i. 892-2867
- d. Order small sheet cake from *More Frosting Please*
  - i. 980-4360

## **12. PAW program Early October**

- a. Work with PAW Program coach as needed

## **13. Pictures Early in Season**

- a. Schedule date with Head Coach
- b. Take individual and team shots (include managers)
- c. Place on PWBC website

## **14. Poster with schedule Early October**

- a. Schedule a photo shoot and create a layout
- b. Include season calendar

## **15. Program Early October**

- a. Solicit local businesses for sponsorships
- b. Work with Sun Graphics on layout
  - i. Include individual and team pictures
    - 1. Varsity, JV, managers, captains
  - ii. Photos from meets

- iii. Business ads
- iv. Stats

**16. Rent A Wrestler**

**Generally spring/summer**

- a. Take calls from public and schedule wrestlers to work
  - i. No set fee
  - ii. Send at minimum of 2 workers to each job (unless you truly know your customer)

**17. Saturday Tournament Food**

- a. Purchase healthy food choices (will be reimbursed for food by PWBC with receipt)
  - i. PBJ, turkey & ham sandwiches
  - ii. Fruit
  - iii. Veggies
  - iv. Crackers
  - v. Bagels with Cream cheese & Peanut butter
  - vi. Muffins
  - vii. Gatorade (3 64 oz bottles)
  - viii. Water (36 count bottles)
- b. Prepare individual servings into Ziploc baggies
- c. Bring to Saturday tournaments

**18. Senior Night**

**Last Home Dual**

- a. Order small sheet cake from *More Frosting Please*
  - i. 980-4360
- b. Copy a wrestling poem in frame
  - i. Head coach will present plaque and introduce seniors prior to Varsity matches

**19. Spirit Items**

**Early in season and home events**

- a. Order items for families to purchase (t-shirts, hats, sweatshirts)
  - i. Sydney Holdridge, of Mountain Promotions, contact to design logo
    - a. 564-3806
- b. Set up Spirit Item table at Duals & tournaments for supporters to purchase

Michelle Koll,	President	946-0569
Amanda Hefter,	Vice President	980-7127
Katie Meyer,	Treasurer	912-5115
Jena Francis,	Parent Volunteer Coordinator	917-9761
Barb Ohman,	Secretary	207-4341
CJ Wiese,	PAW Program	980-1526