

Caroline Cavaliers Football Club

Meeting Minutes

February 24, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Mark Bissoon, Julianna Brannigan, Laura Genao, Joni Rollins-Davis, Greg Johnson, Ron Goff

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Susan Sili – Secretary, Julianna Brannigan – Treasurer, Vice President – seat is vacant (Debbie Frank stepped down)

- Dan Marks will take on the VP role.

-Team Meals: will be coordinated by Joni. We plan to take a committee approach to reach out to local churches, restaurants, businesses, & civic groups. On game days, we will need a Team Meal Leader to receive & welcome meal sponsors, or to bring the meal. Then the Team Meal Leader will set up, serve, and clean-up from the meal. We also discussed various meal ideas.

-Other Committees needed:

- Sideline Crew for home games – Ron talked about the need for a crew of reliable people for chains, cameras, field breakdown & to clean-up stands after the game. A student supporters club was suggested to help with these types of tasks
- Parade Committee
- Banquet Committee – banquet will be held in January to prevent any conflict with the parade.

-Fundraisers:

- Super Bowl Squares profit = \$1214.78
- Flamingo Flock: coming soon – Spring/Summer
- Team Car Washes – to be held in May & June
- Concessions
- Corporate Sponsorship: need to create a sponsorship package
 - Team Meal Sponsor: includes social media promotion on our public page, PA recognition 2 times/game, 2 tickets to game in VIP seating, team photo on a plaque for \$ _____?

- Season Sponsor: includes a banner, program advertisement, social media promotion on our public page, 2 tickets to each home game, team photo on a plaque for \$ _____?

-Grants: Susan is working on The Caroline Foundation grant.

-Treasurer's Report: balance of \$2588.30

-Projects:

- Organization of football storage closet & "hot box" – Need to repair a few existing shelves, seal off holes/gaps, possibly fix the exterior panel that is rotten, clean the room & paint. Storage totes were purchased to pack away uniforms & equipment. The adjacent shed needs to be painted. Upon warmer weather, date to work on this?
- Cavs testing boards were purchased and installed, as well as a 'Champions' motivational sign. Ron Goff took care of hanging them. Thank you so much!
- Leader Board for weight room – JD Donaldson is working on this with colleagues at work.
- Fueling Station: supply with bottled water, Propel packets, granola bars, crackers, dry fruit, skinny pop, trail mix, protein bars

-Upcoming Events:

- Bowling Green Clean-up: March – 3rd Saturday?
- Family Night: Coach Johnson's idea

-Other ideas:

- Attend BOS meeting to request funds
- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund.
- Game schedule advertised on The Mix House cup sleeves.'
- Host 'Retro Game' before Homecoming game, where alumni return to play in a game.
- Half-time Field Goal attempt
- Cowbells with Cavs logo for sale to the crowd
- Script to acknowledge sponsors
- Script to encourage clean-up post game
- We are going to need a website. Do we know someone who can build it for us?

-Next meeting: 3/24/2022 at 6 pm

-Meeting adjourned at 8:04 pm.

Caroline Cavaliers Football Club

Meeting Minutes

March 24, 2022

Attendance: Aimee Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Ron Goff, Quinn Tobias, Coach Johnson, Greg Johnson

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Team Meals: will be coordinated by Joni. We plan to take a committee approach to reach out to local churches, restaurants, businesses, & civic groups. On game days, we will need a Team Meal Leader to receive & welcome meal sponsors, or to bring the meal. Then the Team Meal Leader will set up, serve, and clean-up from the meal. Amber Santmyer is willing to help with this. We also discussed various meal ideas.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. We need a crew of reliable people for chains, cameras, field breakdown & to clean-up stands after the game. David Fletcher – cameras, Kaylee – cameras, Dan Jr & James Santmyer - chains
- Parade Committee – December 2022
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Super Bowl Squares profit = \$1214.78
- Flamingo Flock: coming soon – Spring/Summer – need some folks to start setting up flamingo visits
- Team Car Washes – May 14th and June 11th from 9 am to 12 pm @ Advance Auto & hopefully Walgreen's shopping center in Bowling Green. Aimee will reach out to Advance Auto and new owner of shopping center for permission.
- Concessions
- Corporate Sponsorship: Laura Marks has created a tiered sponsorship package & has already begun recruiting sponsors! While the money to cover banners goes into the CHS Boosters account, the remainder goes into the Club account.

-Grants: Susan is working on The Caroline Foundation grant and the REC grant.

-Treasurer's Report: balance of \$2563.00

-Projects:

- Organization of football storage closet & "hot box" – Need to repair a few existing shelves, seal off holes/gaps, possibly fix the exterior panel that is rotten, clean the room & paint. Storage totes were purchased to pack away uniforms & equipment. The adjacent shed needs to be painted. Dan Marks thinks he can get many of the supplies we need. Once he has them, we will set a date to get to work.
- Metal Leader Board for weight room – JD Donaldson is working on this with colleagues at work.
- Fueling Station: project complete and dropped off in the locker room/field house. Supplying the station will be an ongoing ask of our family, friends, businesses.
- Refrigerator for locker room/field house: to keep those post-workout, post-game drinks cold. Aimee will look for a second-hand refrigerator – inexpensive, maybe even free (tax deduction to the donor).

-Upcoming Events:

- Bowling Green Clean-up: Postponed to March 26th – meet at 9 am in the Walgreens parking lot.
- Family Night: Coach Johnson spoke about his ideas – 7/23/2022 – conditioning tests for the players. Block party style with families of players & community members that want to see the team. BYO meal for your family, also thought about a grill in the parking lot. Lawn games (cornhole, etc). Need to ask Mr. Just about using the stadium and bathrooms. If we get access to the concession stand, we could open that up to serve food. Ask attendees for a donation to the program.

-Old business:

- CHS Boosters Club updates:
 - Tanya Tunstall will take on the President role.
 - Sharon Swanton will take on the Treasurer role.
 - Concession stand: old convection oven and broken fryer were removed from the building. A new fryer and home-style stove will replace them. Needs organization, cleaning & general upkeep. Aimee is willing to help with this.
- Attend BOS meeting to request funds

- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund – Paul Heizer okayed this.
- Game schedule advertised on The Mix House cup sleeves – need someone to visit The Mix House and inquire.
- Host 'Retro Game' basketball game before Homecoming game (maybe on Thursday), where alumni return to play in a game.
- Recognize some former players at the Homecoming game – Laura & Tanya to begin searching for interested former players.
- Half-time Field Goal attempt – Paul Heizer okayed this.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Script for announcer to acknowledge sponsors
- Script for announcer to encourage clean-up post game
- Website was purchased & created by the Marks family. Laura has all the Sponsorship info on there, as well as photos, dates of events, etc.
- Game Programs: We will need a photographer to take pictures of teams, individual coaches, and individual player headshots very early in the season – 8/4/22 before/after practice. These can be used for the program, as well as the photo board in the weight room as players achieve certain milestones.

-Next meeting: 4/20/2022 at 6 pm

-Meeting adjourned at 8:11 pm.

Caroline Cavaliers Football Club

Meeting Minutes

April 20, 2022

Attendance: Aimee Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Ron Goff, Joni Rollins-Davis

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Team Meals: All varsity games are covered! 4 more JV games to go. For meals, Coach wants a grilled or baked protein (nothing fried), something green, carbohydrate, no dessert. He also would like oranges/bananas/fruit snacks/protein bars for halftime. **Other advice from Coach** = Pedialyte for hydration, the biggest carb meal should be the night BEFORE the game, the post-game meal is also very important. The post-game meal should be high in lean meat/protein, clean carbs (pasta, rice, potatoes, sweet potatoes), and lots of greens.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. We applied for a Thrivent Action Team VISA card. It gave us \$250 to spend on things needed for sideline. We were able to purchase the rolling base of the VersaStack system for the “blood boxes”. That will be a huge help to Ron and company for organization and transport of those supplies. We also bought two rolling 5-gallon water coolers.
 - For this crew, 3 people are needed for chains, 1 in the Eagles Nest videoing, 1 in the End-Zone videoing, and 1 giving things to coaches, as needed.
- Parade Committee – December 2022
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: coming soon – Spring/Summer – need some folks to start setting up flamingo visits. Brooke Burttt may be able to help with this.
- Team Car Washes – May 14th (Laura in Ladysmith & Joni in Bowling Green) and June 11th (Aimee in Ladysmith & Tanya in Bowling Green) from 9 am to

12 pm @ Advance Auto & Walgreen's shopping center in Bowling Green, Main St side.

- Crumble Cookies Spirit Night: After selecting a date, from 3-6 pm that day, we will receive 15% of their sales.
- Tailgate Cooler Raffle: Green Top donated a Calcutta cooler. We are packing it with drinks and snacks and selling raffle tickets for \$5 each. Will sell on social media and at the May car wash. Will sell at the Parents' meeting at end of May and do the drawing that night.
- "Basket Lady" will donate a basket of goodies to raffle.
- Concessions: we have the Homecoming game in September.
- Corporate Sponsorship: Sponsorship is growing! We now have Drainfield Solutions, After Hours Concert Series, Ferber Automotive, The Caroline Foundation and Green Top as sponsors. Unfortunately, the Agritec deal fell through. Excellent job to Laura Marks for the outreach and follow-up on these sponsors.
- Coach's Pay-the-Day Calendar raised a good amount of money for his football account.

-Grants: We have been awarded The Caroline Foundation grant (and they became sponsors), and Susan is working on the REC grant.

-Treasurer's Report: balance of \$6714.30

-Projects:

- Organization of football storage closet & "hot box" – Need to repair a few existing shelves, seal off holes/gaps, possibly fix the exterior panel that is rotten, clean the room & paint. Storage totes were purchased to pack away uniforms & equipment. The adjacent shed needs to be painted. Dan Marks thinks he can get many of the supplies we need at a greatly reduced price. The Club will cover the expenses. Once he has them, we will set a date to get to work.
- Refrigerator for locker room/field house: to keep those post-workout, post-game drinks cold. Kevin and Michelle McGuire are donating a second-hand refrigerator. We need to arrange a truck/trailer to pick it up and deliver to the locker room.

-Upcoming Events:

- Family Night: Coach Johnson spoke about his ideas – 7/23/2022 – conditioning tests for the players to begin around 7 pm. Block party style with families of players & community members that want to see the team. BYO meal for your family, also thought about a grill in the parking lot. Lawn

games (cornhole, etc). Mr. Just approved full use of the stadium (restrooms and concessions). Ask attendees for a donation to the program.

-Old business:

- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund – Paul Heizer okayed this.
- Game schedule advertised on The Mix House cup sleeves – need someone to visit The Mix House and inquire.
- Recognize some former players at the Homecoming game on 9/16 – Laura & Tanya are seeking out interested former players.
 - The Club will buy their tickets, provide a concessions meal ticket, & have shirts made. They will be presented before the game because halftime is the Homecoming Court.
- Half-time Field Goal attempt – Paul Heizer okayed this.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Script for announcer to acknowledge sponsors-
- Script for announcer to encourage clean-up post game. Maybe announce birthdays, encourage making some noise, etc
- Announcer options: David Fletcher, Joni Rollins-Davis, Rocky Jett.
- Website was purchased & created by the Marks family. Laura has all the Sponsorship info on there, as well as photos, dates of events, etc. We will transition the fees for the website to the Club.
- Game Programs: The Yearbook Staff will take pictures of teams, individual coaches, and individual player headshots very early in the season (will coincide with Lifetouch picture day). These can be used for the program, as well as the photo board in the weight room as players achieve certain milestones. Coordinate with Mrs. Zellerino.
 - Greg Johnson expressed interest in work on the program. Aimee will work with him to move this forward. Will speak to Chuck at We Think in Ink (also ask about spiritwear). We are interested in a regular program and a special Homecoming game edition.

-New Business:

- Wish List for program:
 - battery pack for sideline to power various things (better than a generator because it's quiet) cost \$300-\$400
 - 6-12' used enclosed trailer to pull to away games – needed to keep all equipment in one place, organized, and easy to identify. Motion to

approve spending up to \$2500 by Laura, seconded by Ron. Will also need to speak to Mr. Heizer about this. It will need to be parked in a safe place at the school. It should be able to be registered in the Club name and the Club pay taxes on it.

- 12" iPad for sideline
- Baseboard in the locker room office. Right now, it is exposed, crumbling concrete.
- Tanya will speak to contact at Food Lion about the possibility to hanging a banner with the game schedule in the window or in the shopping center.
- Square account and swipe devices – Aimee will create an account and order devices for both iPhone and androids.

-Next meeting: 5/25/2022 at 6 pm at Roma's in Bowling Green.

-Meeting adjourned at 8:28 pm.

Caroline Cavaliers Football Club

Meeting Minutes

May 25, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Ron Goff, Joni Rollins-Davis, Danielle Logue & Eddie

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Motion to approve April 2022 meeting minutes made by Laura & seconded by Tanya. All in favor.

-Team Meals: All varsity games are covered! Only 1 more JV game to go. For meals, Coach wants a grilled or baked protein (nothing fried), something green, carbohydrate, no dessert. He also would like oranges/bananas/fruit snacks/protein bars for halftime.

Other advice from Coach = Pedialyte for hydration, the biggest carb meal should be the night BEFORE the game, the post-game meal is also very important. The post-game meal should be high in lean meat/protein, clean carbs (pasta, rice, potatoes, sweet potatoes), and lots of greens.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. We are now using the Edge hardware computer system. It requires two 11.9" iPads and works with our existing cameras. The team is still using Hudl software. Another camera is needed. The Club will purchase along with additional batteries and chargers.
We could really use an Audio-Visual editor for Hudl – look to parents for this contribution.
 - For this crew, 3 people are needed for chains, 1 in the Eagles Nest videoing (Dan Marks), 1 in the End-Zone videoing (**position is open**), and 1 giving things to coaches, as needed.
- Friday Night Lights ~ Conditioning Testing ~ Community Event – to be held on Friday, July 22nd at 7 pm on the football field. The community is invited to come out and watch the players perform their testing. Concessions will be open. After the testing, we plan to have a Players vs Coaches & Parents Dodgeball Game.
- Food Drive Collection – November 2022
- Parade Committee – December 2022

- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: coming soon – Spring/Summer – need some folks to start setting up flamingo visits. Tanya Tunstall has agreed to transport the birds from location to location.
- Team Car Washes – May 14th was canceled due to 7 on 7 in Stafford and June 11th (Aimee in Ladysmith & _____ in Bowling Green) from 9 am to 12 pm @ Advance Auto & Walgreen's shopping center in Bowling Green, Main St side. All players are expected to participate.
- Crumbl Cookies Spirit Night: May 4th brought in approximately \$160!
- Tailgate Cooler Raffle: Green Top donated a Calcutta cooler. We are packing it with drinks and snacks and selling raffle tickets for \$5 each. Will sell on social media and at the June car wash. Will sell at the Parents' meeting at end of May and do the drawing after the June 11th Car Wash.
- The "Basket Lady" donated a basket of goodies. It is graduation-themed, so we will put all of our 2022 Seniors' names into a bowl and draw a winner.
- Concessions: we have the Homecoming game in September.
- Corporate Sponsorship: The Caroline Promise sponsorship check has not arrived yet. Sherry Gravatt is following up on that. Our newest team meal sponsor is DeJarnette Lumber.

-Grants: The REC grant is still pending. We applied for one through Walmart and Dick's Sporting Goods. The Dick's grant looks positive. We still have some forms to submit.

-Treasurer's Report: balance of \$7124.63

-Projects:

- Dan Marks has acquired the materials to repair the "hot box" equipment storage area. The Club will reimburse him for the cost of supplies. He was able to get them at a reduced price!
- Fueling Station for the players does need regular restocking.
- Refrigerator for locker room/field house is to be picked up and transported in the next week. This will keep the drinks cold that the players need for practice.
- Trailer: 5'x6' or larger enclosed trailer to organize and transport equipment to away games. Aimee will contact the county about registration. Laura motioned to increase the budget to \$3500, seconded by Ron. All in favor.

-Upcoming Events:

- Car Wash on 6/11/22: Aimee will post a Sign-up Genius. All players are expected to participate.
- Friday Night Lights ~ Conditioning Testing ~ Community Event: Coach Johnson spoke about his ideas at a previous meeting. 7/22/2022 – conditioning tests for the players to begin around 7 pm. We may have some lawn games (cornhole, etc) available. Mr. Just approved full use of the stadium (field, restrooms and concessions). Ask attendees for a donation to the program. After the Conditioning Tests, we will have a fun game of dodgeball – Players vs Coaches & Parents.

-Old business:

- CHS Boosters Club meeting 6/02/22 at 3 pm to change Leadership.
- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund – Paul Heizer okayed this.
- Game schedule advertised on The Mix House cup sleeves – Laura to visit The Mix House and inquire.
- Half-time Field Goal attempt – Paul Heizer okayed this.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Script for announcer to acknowledge sponsors- Aimee will work with script Paul already has and VHSL guidelines.
- Script for announcer to encourage clean-up post game. Maybe announce birthdays, encourage making some noise, etc
- Announcer options: David Fletcher, Joni Rollins-Davis, Rocky Jett.
- Website was purchased & created by the Marks family. The Club is taking over the subscription.
- Game Programs: The Yearbook Staff will take pictures of teams, individual coaches, and individual player headshots very early in the season (will coincide with Lifetouch picture day). These can be used for the program, as well as the photo board in the weight room as players achieve certain milestones. Coordinate with Mrs. Zellerino.
 - Greg Johnson expressed interest in working on the program. Aimee will work with him to move this forward. Will speak to Chuck at We Think in Ink (also ask about spiritwear). We are interested in a regular program and a special Homecoming game edition.
- Tanya will speak to contact at Food Lion about the possibility to hanging a banner with the game schedule in the window or in the shopping center.
- Square account and swipe devices – Aimee created an account. We now have 2 readers for iPhone and 2 readers for Android.

-Other discussion:

- On the Parent Facebook page, link the Club website address.
- Fundraiser idea from Danielle: Driveway Painting for \$____. We would use a stencil to paint the team logo on driveways. It's a visual representation of school spirit and community support for the team.

-Next meeting: 6/29/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:56 pm by Ron, seconded by Amber.

Caroline Cavaliers Football Club

Meeting Minutes

June 29, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Danielle Logue, Anna Porter-Toure, Leissa Richardson, Alan Richardson, Keeyana Johnson

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Motion to approve May 2022 meeting minutes made by Laura & seconded by Tanya. All in favor.

-Team Meals: All varsity and JV games for the season are covered!

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. **We could really use an Audio-Visual editor for Hudl – look to parents for this contribution.**
 - For this crew, 3 people are needed for chains – Deborah Wolf & Mike Weinsheimer volunteered at the Ladysmith car wash, 1 in the Eagles Nest videoing (Dan Marks), 1 in the End-Zone videoing (**Alan Richardson?**), and 1 giving things to coaches, as needed.
- Friday Night Lights ~ Conditioning Testing ~ Community Event – to be held on Friday, July 22nd at 7 pm on the football field. The community is invited to come out and watch the players perform their testing. Concessions will be open. After the testing, we plan to have a Players vs Coaches & Parents Dodgeball Game.
- Food Drive Collection – November 2022
- Parade Committee – December 2022
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: coming soon – Spring/Summer – need some folks to start setting up flamingo visits. Tanya Tunstall has agreed to transport the birds from location to location. I will send a template that can be used to ask friends and family to host the flock.

- Team Car Wash - Held June 11th from 9 am to 12 pm @ Advance Auto & Walgreen's shopping center in Bowling Green, Main St side. 14 parents & players supported the Ladysmith side. 10 parents & players supported the Bowling Green side. A total of \$986 was made! Additionally, we made some community contacts that want to help on the sidelines at home games.
- Tailgate Cooler Raffle: Green Top donated a Calcutta cooler. Tickets were sold for \$5 each. Heather Calhoun's ticket was drawn! This fundraiser brought in \$375.
- The "Basket Lady" donated a basket of goodies. It is graduation-themed, so we put all of our 2022 Seniors' names into a bowl and drew a winner. Kenny Newcomb won the basket!
- Concessions: we have the Homecoming game in September.
- Corporate Sponsorship: The Caroline Foundation sponsorship check did not arrive. After gathering additional information, they were able to send the money electronically.

-Grants: The REC grant is still pending. We applied for one through Walmart and Dick's Sporting Goods. The Dick's grant looks positive. We still have some forms to submit.

-Treasurer's Report: balance of \$7868.09.

- Summary of purchases: HandyCam, 70 pairs of black shorts, refrigerator for locker room, pull-behind trailer to transport equipment to and from away games, hitch lock, wheel lock, door lock, garden hose for future car washes, 7 pairs of blue shorts to supplement 7v7 uniforms

-Projects:

- Dan Marks has acquired the materials to repair the "hot box" equipment storage area. The Club will reimburse him for the cost of supplies. He was able to get them at a reduced price!
- Fueling Station for the players does need regular restocking.
- 4'x6' Trailer – We will price vehicle wrapping to customize it. We can even offer a sponsorship package in exchange for the wrapping.

-Upcoming Events:

- Friday Night Lights ~ Conditioning Testing ~ Community Event: Coach Johnson spoke about his ideas at a previous meeting. 7/22/2022 – conditioning tests for the players to begin around 7 pm. We may have some lawn games (cornhole, etc) available. Mr. Just approved full use of the

stadium (field, restrooms and concessions). Ask attendees for a donation to the program. After the Conditioning Tests, we will have a fun game of dodgeball – Players vs Coaches & Parents. The Football Club will sell BBQ meals, hamburgers, hotdogs, chicken nuggets, mac n cheese (Amber & Aimee), macaroni salad, green beans (Aimee), baked beans (Dan), individual bags of chips, cookies, brownies (Leissa) canned soda, water, while supplies last. We will need clamshell containers. Dan will be our Grill Master. Laura will run the Square for payments. Adult meal will be \$10, child's meal will be \$5, drinks \$1, hotdog \$3, hamburger \$4. We may also have activities to keep people entertained: cornhole, yard dice, yard dominoes, bucket pong, etc. Danielle will create fliers & advertisement for social media. We would like to advertise on the school's FB page & marquee sign, as well as Giuseppe's marquee sign. After the conditioning tests conclude, we would like to have a players vs coaches/parents Dodgeball game. We will need to establish the rules and will need an umpire.

- Alumni Game = Homecoming – 9/16/22 – pregame recognition to include their name/position/years played. 15 people are interested in participating. We will have a Caroline Cavs Alumni t-shirt made. We will make an ID badge with their pic and info.

-Old business:

- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund – Paul Heizer okayed this.
- Game schedule advertised on The Mix House cup sleeves – Laura to visit The Mix House and inquire.
- Half-time Field Goal attempt – Paul Heizer okayed this.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Script for announcer to acknowledge sponsors- Aimee will work with script Paul already has and VHSL guidelines.
- Script for announcer to encourage clean-up post game. Maybe announce birthdays, encourage making some noise, etc
- Announcer options: David Fletcher, Joni Rollins-Davis, Rocky Jett.
- Website was purchased & created by the Marks family. The Club is taking over the subscription.
- Game Programs: The Yearbook Staff will take pictures of teams, individual coaches, and individual player headshots very early in the season (will coincide with Lifetouch picture day). These can be used for the program, as well as the photo board in the weight room as players achieve certain milestones. Coordinate with Mrs. Zellerino.

- Greg Johnson expressed interest in working on the program. Aimee will work with him to move this forward. Will speak to Chuck at We Think in Ink (also ask about spiritwear). We are interested in a regular program and a special Homecoming game edition.
- Tanya will speak to contact at Food Lion about the possibility to hanging a banner with the game schedule in the window or in the shopping center.
- Fundraiser idea from Danielle: Driveway Painting for \$____. We would use a stencil to paint the team logo on driveways. It's a visual representation of school spirit and community support for the team.

-New Business:

- Apply for a membership to Restaurant Depot. It is a free membership.

-Next meeting: 7/27/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:40 pm by David, seconded by Dan.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

July 27, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Amber Santmyer, Tanya Tunstall, Danielle Logue, Anna Porter-Toure, Leissa Richardson, Ron Goff

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Motion to approve June 2022 meeting minutes made by Laura & seconded by Dan. All in favor.

-Team Meals: All varsity and JV games for the season are covered! The scrimmages are not. We will check with coach on what he wants to do with that.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. **We could really use an Audio-Visual editor for Hudl – look to parents for this contribution.**
 - For this crew, 3 people are needed for chains – Deborah Wolf & Mike Weinsheimer volunteered at the Ladysmith car wash, 1 in the Eagles Nest videoing (Dan Marks), 1 in the End-Zone videoing (Alan Richardson), and 1 giving things to coaches, as needed.
- Food Drive Collection – November 5, 2022
- Parade Committee – December 10, 2022
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: coming soon – Spring/Summer – need some folks to start setting up flamingo visits. Danielle Logue has someone lined up to start us off!
- Team Car Wash – We will speak with Coach Johnson about holding another one on Saturday, September 10th, which is our bye week.
- Concessions: We have the Homecoming game in September. Aimee will send out a Sign Up Genius for support during the game.

- Corporate Sponsorship: Drainfield Solutions, After Hours Concerts, Ferber's Automotive, and The Caroline Foundation banners are being ordered. Two new possible sponsors are JD's Cabinet Refinishing and Leumas Land & Farm Buyers.

-Grants: The REC grant is still pending. We applied for one through Walmart and Dick's Sporting Goods. The Dick's grant looks positive. We should hear back on that one soon.

-Treasurer's Report: balance of \$7307.92.

- Summary of purchases: exchange of vendors for certain sizes of black shorts, snacks & water for Fueling Station, supplies for Friday Night Lights.

-Projects:

- Dan Marks has acquired the materials to repair the "hot box" equipment storage area. The Club will reimburse him for the cost of supplies. He was able to get them at a reduced price!
- Fueling Station for the players does need regular restocking.
- 4'x6' Trailer – We will price vehicle wrapping to customize it. We can even offer a sponsorship package in exchange for the wrapping. Danielle Logue is working on this.

-Upcoming Events:

- 8/11 & 8/18 are scrimmages. There are not meals scheduled at this time. We will check with Coach about this.
- First games are 8/24 & 8/26 vs Tucker.
- Alumni Game = Homecoming – 9/16/22 – Pregame recognition to include their name/position/years played. They will also be announced again individually throughout the game, between plays. 15 people are interested in participating. We will have a Caroline Cavs Alumni t-shirt made. We will make an ID badge with their pic and info & maybe a lanyard. We will also cover their admission to the game. Laura Marks will continue a social media push for additional alumni to come forward & participate.

-New Business:

- A motion was proposed by Laura Marks for expenditures less than \$400 to not require Club approval, seconded by Ron Goff. All in favor.
- A bill was received from Coach Johnson for the Edge video system that will be used this season and going forward. It is approximately \$2500. This cost covers

the equipment needed to get started. Going forward, the annual fee will be \$499. We were not aware we were expected to cover this cost. We thought the athletics department had budgeted for it. There seems to be some misunderstanding with the communication. We will reach out to coach with some clarifying questions before we make a decision.

- Aimee will create a requisition form for coach to ask for items needed going forward. It will include a description of what is needed, the estimated cost, and a date by which it is needed. The requisition form will solidify communication about what is needed.
- Parents are asking: are there red/white/blue – 3 separate jerseys with the same # & size so the players consistently are able to wear the same number, and the roster for the announcers both home & away are reliable? We will follow-up with coach about that.

-Old Business:

- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund – Paul Heizer okayed this.
- Game schedule advertised on The Mix House cup sleeves – Laura to visit The Mix House and inquire.
- Half-time Field Goal attempt – Paul Heizer okayed this, however Tanya is working with Tingler Insurance on bringing back a \$10,000 field goal attempt. This will be managed by the Athletic Boosters Club.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Script for announcer to acknowledge sponsors- Aimee will work with script Paul already has and VHSL guidelines. Include in the script for announcer to encourage clean-up post game. Maybe announce birthdays, encourage making some noise, etc. Announcer options: David Fletcher & Rocky Jett.
- Game Programs: The Yearbook Staff will take pictures of teams, individual coaches, and individual player headshots very early in the season (will coincide with Lifetouch picture day). These can be used for the program, as well as the photo board in the weight room as players achieve certain milestones. Coordinate with Mrs. Zellerino. Danielle is willing to help with the design. We also discussed offering Senior ads, full-page for \$100.

-Next meeting: 8/25/2022 at 6 pm at Pino's in Bowling Green, if they are offering 10% on all sales that evening. Otherwise, we will stick with Roma's because they offer more space & a lot of support to the school.

-Motion to adjourn meeting at 8:19 pm by Ron, seconded by David.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

August 25, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Tanya Tunstall, Danielle Logue, Anna Porter-Toure, Joni Rollins-Davis, Ron Goff

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Meeting called to order at 6:09 pm. We attempted Zoom. No one joined. It was also hard to hear anything when we tested it.

-Motion to approve July 2022 meeting minutes made by Laura & seconded by Dan. All in favor.

-Team Meals: All varsity and JV games for the season are covered! The scrimmages were covered by the Club. Amber Santmyer will lead the team meals when we do not have other volunteers.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. Brian Cunningham will work the Chain Crew. He has not heard back from 2 people. Players can be utilized, when necessary.
- Food Drive Collection – November 5, 2022
- Parade Committee – December 10, 2022 – Aimee will check with Jay Bradley. He was set up to drive his big rig for us last year, when weather shifted the date and it conflicted with our banquet.
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: Danielle Logue has someone lined up to start us off!
- Team Car Wash & Fish Fry – Coach Johnson and his family will fry the fish and French fries. They will get the ingredients needed for the fish and the Club will reimburse them. The Johnsons will bring their fryer set up. The Marks family will also bring theirs. Groceries needed from the Club: fry trays, AL foil sheets, chamshell food containers, buns, fries, napkins, individual bags

of chips, drinks, hot sauce, ketchup, tartar sauce, malt vinegar, forks. The prices are set at combo (fish, fries, drink, dessert) \$10, sandwich \$6, fries \$3, drinks \$1, chips \$1, dessert \$1. Aimee will create a Sign-up Genius for donations of some drinks, fries, dessert, tents, coolers, chairs, tables.

- Concessions: We have the Homecoming game September 16th. Aimee created a Sign-Up Genius for support during the game. At a minimum, 8 people are needed, to include at least 3 adults (grill, fryer, register). The other positions include drink runner, food prep table, popcorn/candy, cheese/chili, and checking tickets for accuracy. With the money raised, Coach Johnson is looking at ordering team hoodies.
- Corporate Sponsorship: VIP Sponsor = Leumas Group. Platinum Sponsors = Drainfield Solutions, After Hours Concerts, JD's Cabinet Refinishing, and The Caroline Foundation. Gold Sponsor = Ferber's Automotive.

-Grants: The REC grant is still pending. We applied for one through Walmart and Dick's Sporting Goods. The Dick's grant was approved for \$1000.

-Treasurer's Report: balance of \$5725.89.

- Summary of purchases: VIP seating tent & table, hampers for uniforms, payment for film equipment, team meals for scrimmages, Cavs lanyards (alumni & player gift at end of season), sponsor banners, sponsor passes to games

-Projects:

- Dan Marks has acquired the materials to repair the "hot box" equipment storage area. The Club will reimburse him for the cost of supplies. He was able to get them at a reduced price! Work to begin soon.
- Fueling Station for the players does need regular restocking. Water, Gatorade, snacks.
- 4'x6' Trailer – Danielle found a sponsor to do this for us. He has not provided a date he will do the work. It may need to wait until after the season. Ron took it to the Northumberland scrimmage. The tower is too long for the trailer and has to be maneuvered into it. Also, the trailer bounces a lot going down the road. David will contact his friend to see about wider tires to help minimize this.

-Upcoming Events:

- First games are 8/24 (JV canceled due to no Tucker JV team) & 8/26 Varsity vs Tucker. 8/31 and 9/1 are both at home vs George Wythe.
- Alumni Game = Homecoming – 9/16/22 – Pregame recognition to include their name/position/years played. They will also be announced again

individually throughout the game, between plays. 25 people are interested in participating. We will provide a Caroline Cavs Alumni t-shirt. It is black with white logo/lettering. We will make an ID badge with their pic and info & give them a lanyard to wear with the badge. We will also cover their admission to the game. Laura Marks will continue a social media push for additional alumni to come forward & participate.

-New Business:

- VIP Seating for sponsors – this is an option to sit in chairs beyond the end zone for a different perspective of the game. A tent and 4-foot table have been purchased. 8 folding tables were also purchase with funds from Thrivent.
- Sponsor Swag Bags: will include their sponsor t-shirt(s) and a letter thanking them and explaining how to use their free admission to game(s).
- Yard Sale in the school parking lot in October – suggestion made by Laura Marks. She will present idea to Mr. Just. We would sell spaces for \$10 each. People can sell their second-hand items and/or craft-type items. The concession stand can be open to provide drinks and food to the shoppers. We must not have it on 10/15 = the Bowling Green Harvest Festival. 10/8 is our ideal date.
- Pink socks for October games – Coach Johnson okayed this idea. The Club will look at cost and move forward with the purchase.

-Old Business:

- Bill for the Edge filming system has been paid. The cost was sponsored by Leumas!
- Alumni recognition at Homecoming game (see above in Upcoming Events).
- Hold 50/50 raffles at home games – winner must be present for drawing at end of the game, or their winnings go back into fund. The winner will be drawn early in the 4th quarter. Laura Marks is heading this.
- Cowbells with Cavs logo for sale to the crowd – Tanya has purchased some. Aimee will add logo.
- Announcers – must follow guidelines. The script has been updated with sponsor info and other statements to be made throughout game. Anthony McNeill will cover the varsity home games. JV announcer position is still open.
- Game Programs: Danielle Logue is working on the design of the program. The remainder of the fall team photos were taken this week. Aimee is proofreading segments as she goes. Laura would also like to include an insert at each game with the opposing team's roster. She will talk to Paul about getting that info.

-Next meeting: 9/22/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:46 pm by Laura, seconded by Ron.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

September 22, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Tanya Tunstall, Anna Porter-Toure, Leissa Richardson, Alan Richardson, Ron Goff, JT Lichtenberger, Coach Johnson

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Meeting called to order at 6:05 pm.

-Motion to approve August 2022 meeting minutes made by Dan & seconded by David. All in favor.

-Team Meals: All varsity and JV games for the season are covered! One person backed out for 9/30. Tanya Tunstall volunteered to make the meal! Thank you, Tanya! Amber Santmyer will lead the team meals when we do not have other volunteers.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. He has all adult volunteers on the sideline now, including Brian Cunningham and Mr. Oelberg.
- Food Drive Collection – November 6, 2022 – we moved this to Sunday due to availability of volunteers and another group doing something similar on Saturday. Anna Toure & Leissa Richardson will head this. The hours will be 11-2 pm. Contact Verizon and/or EM Dodger's about setting up out front of their business in Ladysmith. Also contact A&M Hardware in Bowling Green about setting up there. Ron can assist in Ladysmith & Tanya in Bowling Green.
- Parade Committee – December 10, 2022 – Jay Bradley agreed to drive one of his big trucks for our float. Is it possible he has a lowboy trailer? We can use Anna's house nearby to decorate. What is the theme of the parade this year? We will ask the cheerleaders if they want to collaborate. Players to wear jerseys & jeans. Look on Oriental Trading or other websites for the mini squeezable footballs that we can have our logo put on.
- Banquet Committee – banquet will be held in January 2023 to prevent any conflict with the parade.

-Fundraisers:

- Flamingo Flock: Danielle Logue has 10 people lined up for this.
- Team Car Wash & Fish Fry – total brought in = \$1955.89.
- Concessions: total brought into the Booster's account from the Homecoming game = \$875
- Corporate Sponsorship: VIP Sponsor = Leumas Group. Platinum Sponsors = Drainfield Solutions, After Hours Concerts, JD's Cabinet Refinishing, and The Caroline Foundation. Gold Sponsor = Ferber's Automotive. Also, Laura will contact Mark at Sheetz

-Grants: The REC grant was not awarded to us.

-Treasurer's Report: balance of \$6095.54.

-Projects:

- Dan Marks and family has nearly finished the work on the exterior of the building. We need six 2x4s to close the opening above the interior door (Fletchers) and 1x6 or 1x8 boards to fix the crumbling concrete in Coach's office.
- Fueling Station for the players does need regular restocking. Water, Gatorade, snacks.
- 4'x6' Trailer – Danielle found a sponsor to do this for us. He has not provided a date he will do the work. It may need to wait until after the season. David is getting a price on wider tires to help minimize the bouncing Ron feels as he's pulling the trailer. Dan suggested using a lower 'L' hitch to see if that is the issue.

-Upcoming Events:.

- Yard Sale 10/08/2022 in CHS bus lot. \$10/spot. Set-up begins at 7:15 am. Sale is from 8-1 pm. Laura is adding participants to the list & money has been coming in via Venmo and CashApp. We will have a reception table to check people in and collect any money not yet paid. We need cones to block entrance from student lot and to separate the yard sale area from the parking area. Tanya will have concessions open with breakfast-type food.

-New Business:

- Sponsor Swag Bags: Aimee has a few more to deliver.
- Date to finish hot box work – 10/08/2022 – during and after yard sale. Work to complete: adding boards to close off opening above interior door, reinforcing

shelves, painting shelving, painting trim of white shed beside hot box, installing "baseboards" around Coach's office.

- 9/30/2022 – Team Meal sponsor backed out of providing meal. Tanya stepped up and volunteered to do it!
- Banners for Senior Night: Best Promotional charges \$35 each for a minimum of 10 banners. We will charge \$40. We need a list of senior names from coach. Tanya reached out to Chandra to ask her to take the pictures for the banners. She will do it on 9/23 at 4 pm. Also, Tanya paid for her player's banner.
- Program for Senior Night: We may do an insert, but not an entirely separate program.

-Old Business:

- Homecoming Game with alumni recognition – recap 25 signed up, but only 10 showed up. We will try to sell the leftover shirts.
- Cowbells with CAVS logo for sale – Aimee is working on more.
- Game program – was completed and delivered just in time for the Homecoming game! It looks incredible! We are selling for \$8 each. We may need to lower the price to sell through them.

-Next meeting: 10/27/2022 at 6 pm at Roma's in Bowling Green.

-Coach JT added his thanks to the Club & that we are doing a great job!

-Motion to adjourn meeting at 7:36 pm by Ron, seconded by JT.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

October 27, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Tanya Tunstall, Anna Porter-Toure, Leissa Richardson, Alan Richardson, Ron Goff, Amber Santmyer, Danielle Logue, Edward Carney, JT Lichtenberger, Coach Johnson

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Meeting called to order at 6:03 pm.

-Motion to approve September 2022 meeting minutes made by Ron & seconded by Tanya. All in favor.

-Team Meals: All varsity and JV regular season games were covered! For the playoff game on 11/11/22, we have \$100 from the Holmes family to put toward the team meal.

-Other Committees needed:

- Sideline Crew for home games – Ron Goff is heading this. Ron requested t-shirts and hoodies for the crew. They will be gray with blue lettering with 'Game Day Crew' across the back.
- Food Drive Collection – November 6, 2022 – Anna & Leissa prepared flyers and posted around town. A Sign-up Genius was created to organize players, adults, and boxes for the collection day. In Bowling Green, we will set up in front of the China Inn restaurant (a few doors down from Food Lion), and in Ladysmith, we will set up in front of Verizon/EM Dodgers
- Parade Committee – December 10, 2022 – There is not much information out on the parade yet. The applications are not available, nor is the theme. Jay Bradley agreed to drive one of his big trucks for our float. The cheerleaders will not be joining us. Players are to wear jerseys & jeans. Squeezable mini footballs with our logo have been ordered to hand out at the parade.
- Banquet Committee – banquet will be held in January 22, 2023 to prevent any conflict with the parade. Ron will try to secure the Ladysmith Village Clubhouse to hold it.

-Fundraisers:

- Flamingo Flock: Danielle Logue is thinking of using penguins for the winter months.
- Yard Sale on 10/8 brought in \$357.
- New fundraiser ideas from Laura include:
 - Photos with Santa
 - Bingo
 - Easter-egging yards: stuff eggs, deliver & hide for a fee; charge \$0.80/egg.
 - Spring yard sale
 - Flag football tournament: parents as players and players as coaches and refs – sell tickets
 - cornhole tournament
- Corporate Sponsorship: Laura has updated the Sponsorship packages for 2023.

-Grants: NFL foundation grants = they do up to \$200,000 matching of funds.

-Treasurer's Report: balance of \$5591.89

-Projects:

- Dan Marks – need fascia for the little white shed. We need to hang the six 2x4s to close the opening above the interior door. We need concrete to fill in gaps in floor. And mint spray (4) to deter rodents.
- Fueling Station for the players does need regular restocking. Water, Gatorade, snacks.
- 4'x6' Trailer – A 'L' hitch helped significantly with the bouncing Ron was experiencing when hauling the trailer. There is no need for wider tires at this time. Danielle found a sponsor to do this for us. He has not provided a date he will do the work, but it may need to wait until after the season.

-Upcoming Events:

- Food Drive Collection on 11/06/22. This is being led by Anna & Leissa. See notes under committees.
- Photos with Santa on 11/26/22. Micky Tingler is allowing us to use his new office space on Main St. We will set up a Christmas backdrop and decorate festively! Laura has a Santa suit; we just need a Santa to put in it. We will be offering a digital photo to be emailed immediately. Tinsel Town is being held that day, followed by the town tree lighting.

- Bowling Green Christmas Parade on 12/10/22. Aimee will submit the application once it become available. Aimee will invite Jay Bradley to the next meeting for planning the parade.

-New Business:

- Sideline Inflatable Tunnel – purchased by the Johnson family. If anyone wants to contribute, please forward to Greg directly. The tunnel should arrive in time for Senior Night!
- Banners for Senior Night: Aimee will pick up from Best Promotional and hang on the fences at the Senior Night game. Coach did not want to charge the families for their banners, so the Club decided to cover the cost.
- From Coach Johnson: List of needs for the program = helmets & 50 shoulder pads (minimum 25), white uniforms MUST be replaced – need 50, next the blue jerseys need to be replaced, and fill in the missing red jerseys, black uniforms are a want (blk pants, black jersey, white lettering trimmed in red or blue).
- Project proposal for turf field is need to present to the School Board. Explain how it would benefit all children and adults of the county, Parks & Rec, adult leagues, tournaments, other events. Also, Dena Keppler knows someone that may be able to help toward the cause. He will need a Letter of Determination from our Club. Aimee will provide that.
- Date to continue work on hot box in the Spring.

-Old Business:

- Yard Sale on 10/08/22 – it was not well-attended by the community. Laura spoke to many of the vendors. They made some suggestions for improvement. One important suggestion is the location. Next time, we should use the student parking lot, so it is easily seen from the road, also larger signage along the road. The event brought in \$357.
- Game program – Aimee will reach out to the coaches of other fall sports to offer to families. We have reduced the price to \$5 each.

-Next meeting: 11/30/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:39 pm by Laura, seconded by David.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

November 30, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Tanya Tunstall, Leissa Richardson, Ron Goff, Amber Santmyer, Danielle Logue, Brian Cunningham, Jay Bradley, Coach Johnson

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Meeting called to order at 6:00 pm.

-Motion to approve October 2022 meeting minutes made by Ron & seconded by Amber. All in favor.

-Team Meals: Coach Johnson discussed the two meal options he wants used for the 2022-23 season. It is two choices for our sponsors pick from: spaghetti, salad, bread or grilled/baked chicken/lean protein, green beans or broccoli, rice or pasta. The Team Meal Guidelines letter will be updated to include these two options.

-Other Committees needed:

- Sideline Crew for home games – Ron has the t-shirts and hoodies for the 'Game Day Crew'. The Club purchased a refurbished iPad with more storage for the last game. The old one did not have enough storage and they were having to delete stuff at the first playoff game to even use it. Ron will upload all video from the iPad/3rd eye to a private YouTube account. Ron would also like more of the felted/velvet hangers for jerseys, so they don't slip off easily. Coach confirmed that the Hudl subscription is \$1500/year. It will be \$1600 for extra storage. SportScope is \$400/year.
- Food Drive Collection – November 6, 2022 – Leissa reported that over 300 items were collected, along with \$233.15 in cash and \$25 in gift cards. This was all delivered to Caroline DSS for distribution. For our future collections, we will consider dividing up amongst some of the church pantries across the county, as well. Not everyone can get to DSS during their hours of operation.
- Parade Committee – December 10, 2022 – The application was submitted, once available. The theme is Gingerbread. See upcoming events for additional notes.

- Banquet Committee – The banquet will be held in January 22, 2023 to prevent any conflict with the parade. Ron has secured the Ladysmith Village Clubhouse as the venue.

-Fundraisers:

- Flamingo Flock: Danielle wanted to use penguins during the winter, but has not been able to find any plastic ones (like the flamingos) that we can dress and display. We will put this fundraiser on hold until Spring/Summer.
- Photos with Santa on 11/26/2022: We had 30 paying guests. We raised \$429 toward uniforms. A huge thank you to Micky Tingler for allowing the use of his office space to take the photos out of the cold weather. This fundraiser could be more successful in the future, if we are the only photo with Santa option. We also need to be sure to get the digital files out same-day.
- 50/50 raffles at home games brought in \$992.
- Facebook Fundraiser: so far has brought in \$645 for uniforms.
- Corporate Sponsorship: Laura has updated the Sponsorship packages for 2023. How are we handling renewals.

-Grants: NFL foundation grants = they do up to \$200,000 matching of funds.

-Treasurer's Report: balance of \$7974.45,

-Projects:

- Repairs to and organization of "hot box" are on hold until spring. We need fascia for the little white shed. We need to hang the six 2x4s to close the opening above the interior door. We need concrete to fill in gaps in floor. The mint spray (4 bottles) to deter rodents is in and needs to be sprayed around the perimeter.
- Fueling Station for the players does need regular restocking. Water, Gatorade, snacks.
- 4'x6' Trailer – Joe from the vehicle wrap company called back. He will be ready for the trailer after Jan 1st. We can do a banner for him in the stadium.

-Upcoming Events:

- Bowling Green Christmas Parade on 12/10/22. Jay Bradley in attendance to discuss the plans for the float. He will be driving his truck with a 45-foot trailer. He can bring the trailer to the high school this week so we can take a look and get a good idea of how to decorate it. Aimee will let Mr. Heizer

know. It will be parked along the gravel road by the field house. Jay will check with Chief Loftis about parking it on Friday the 9th at the fire dept headquarters, next to McDonald's in Bowling Green. There we could decorate it on Saturday before the parade. Aimee will email the parade coordinator about where the big trucks are to line up. Aimee will create a Sign-up Genius for player participation in the parade and for help decorating the float. The players must sign up to ensure we have their jerseys to wear in the parade. We will need lots of zip ties. The theme is Gingerbread. We plan to build a Gingerbread "Concession Stand" and make lots of large candy/lollipops. We have lights and garland that was purchased last year. We also have 'CAVS' Santa hats from last year for the players to wear. The players should wear their new blue hoodies with layers underneath for warmth. We will remind them to bring gloves, hot hands, etc. We have the football banner from last year that can be hung on the back of the trailer or carried by a couple players as they walk. Players will hand out mini squeezable footballs with the Cavs logo to the crowd. We will check with Alan for a Bluetooth speaker that can be used on the float. Ron will create a Christmas song playlist.

- End-of-Season Banquet: 1/22/2023 at Ladysmith Village Clubhouse

-New Business:

- Off-season Workouts will begin after winter break.
- Proposal to School Board for Turf field: Ron has had 2 companies come out and see the field. He is awaiting the written proposals. Notable information from them: the turf does include a sort of padding, like you may find in a helmet, the turf is NOT laid over concrete, and the dirt removed from the field can be used to level practice field(s). Ron is having a hard time finding a 3rd company to do a proposal. Dr. Monroe was to be a guest at the meeting. As it turned out, he could not attend in person, but did call in. It was during Ron's report that Dr. Monroe interjected and questioned why we were soliciting proposals. He said we should be working in conjunction with the Board, as they have some other things in place. He stated they have hired a consulting company to do soil testing and land surveying. They will handle getting the proposals. This was news to us, as we had just met with Mr. Heizer on 11/16. He was not aware of this information at that time and agreed for Ron to pursue proposals. Also in this conversation, uniform and equipment needs were discussed. Dr. Monroe outlined his understanding of the needs: 50 white uniforms from the football budget, 15 shoulder pads and a repair kit from athletics budget. We would like to replace the 50 blue jerseys too. Laura will work with Moose International for assistance on the blue ones. The 50 black uniforms are a want. That is something the Club will work toward. This conversation turned unproductive. Dr. Monroe

disconnected after saying he wants to set up a meeting at another time to further discuss the matters at hand.

- Proposal to School Board for needed safety equipment and uniforms

-Old Business:

- Food Drive Collection: Leissa reported that over 300 items were collected, along with \$233.15 in cash and \$25 in gift cards. This was all delivered to Caroline DSS for distribution. For our future collections, we will consider dividing up amongst some of the church pantries across the county, as well. Not everyone can get to DSS during their hours of operation.
- Photos with Santa on 11/26/2022: We had 30 paying guests. We raised \$429 toward uniforms. A huge thank you to Micky Tingler for allowing the use of his office space to take the photos out of the cold weather. This fundraiser could be more successful in the future, if we are the only photo with Santa option. We also need to be sure to get the digital files out same-day.
- Game program – Aimee has sold a few to other Fall sport parents at \$5 each.

-Next meeting: 12/28/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:15 pm by Laura, seconded by David.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

December 28, 2022

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Tanya Tunstall, Leissa Richardson, Alan Richardson, Ron Goff, Amber Santmyer, Anna Toure, Joni Rollins-Davis

Joined via messenger: Danielle Logue, Greg Johnson, Chandra Mynheir, Deidra Boone

-501c3 status – approved

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Susan Sili – Secretary, Julianna Brannigan – Treasurer

-Meeting called to order at 6:05 pm.

-Motion to approve November 2022 meeting minutes made by Ron & seconded by David. All in favor.

-Team Meals: Team meal guidelines letter was updated to include the two meal options established by Coach Johnson. The letter was emailed to Coach Johnson for final approval, since he could not attend the meeting.

-Other Committees needed:

- Game Day Crew for home games – Ron would like to meet separately with his crew of helpers to assess the cameras and improve their process.
- Food Drive Collection – will revisit in September timeframe for a November collection
- Parade Committee – will revisit in October 2023 to prepare.
- Banquet Committee – The banquet will be held in January 22, 2023. Ron has secured the Ladysmith Village Clubhouse as the venue. More details in Upcoming Events section

-Fundraisers:

- Flamingo Flock: We will put this fundraiser on hold until Spring/Summer.

- Facebook Fundraiser: so far has brought in \$965 for uniforms. Laura is offering an incentive to donors. Every 25 donors we have will be put into a drawing for a Top Golf gift certificate.
- Super Bowl Squares: David Fletcher will create the Pool Host grid. We will sell \$20 squares, starting with 1 grid. We want to get this out there ASAP to begin selling squares.
- Bingo: Laura has 1/27/23 tentatively reserved at the Moose Lodge. She has contacted the gaming commission in Richmond to make sure we are going about this in an appropriate way. We will also include a Silent Auction component to the Bingo night with the donated items we have received. We may look to push the date out a little further to separate events.
- Corporate Sponsorship: Laura has updated the Sponsorship packages for 2023. Renewals will be the same package, less the \$350, because their banner is good to be reused/rehung. We will talk to Paul Heizer about this, as well.

-Grants:

-Treasurer's Report: balance of \$7530.43

-Projects:

- Repairs to and organization of "hot box" are on hold until spring. We need fascia for the little white shed. We need to hang the six 2x4s to close the opening above the interior door. We need concrete to fill in gaps in floor. The mint spray (4 bottles) to deter rodents is in and needs to be sprayed around the perimeter. Ron will spray around the exterior of the buildings (hotbox, locker room, concession stand, etc). It won't hurt to spray some inside the hot box too.
- Fueling Station for the players does need regular restocking. Water, Gatorade, snacks. The supply is depleted now. We will need to restock in the March timeframe when actual conditioning begins. Right now, their workouts consist of lifting weights. It was suggested to move the old (OG) fridge to the hot box to store drinks etc, or ask Coach Harris if there is space in the weight room. If we were to keep it there, it would need to be locked, as other sports utilize the weight room too.
- 4'x6' Trailer – Joe from the vehicle wrap company called back. He will be ready for the trailer after Jan 1st. We can do a banner for him in the stadium.

-Upcoming Events:

- Off-season Workouts have begun. Right now, they are held on Tuesdays and Thursday, but that will fluctuate based on the days that Coach can get the most folks there (competing with other sports).
- End-of-Season Banquet: 1/22/2023 at Ladysmith Village Clubhouse beginning at 5 pm. We will meet at 3 pm to set up (decorate, position tables chairs, set up the buffet). Ron will see if we can hold a snow date of 1/29, in case it is needed. Marks family will make the baked ziti recipe. Fletcher family will make the alfredo recipe. Mynheir family will make the pesto pasta recipe. We will have bread and salad too. Aimee will make sweet tea and lemonade. We will also serve water. For dessert, Anna will get a sheet cake from Costco with the whipped icing. We will have the CAVS logo in the middle with 'Congratulations Cavaliers on an incredible season' and '#WeReady' written on it. Leissa will make brownies and cookies. Rice Krispy treats are another great option. Ron will rally the coaches to serve at the buffet line. We need 5 people to do so. We will extend invitations to all coaches, players, managers, AD, AT and crew, and sponsors. These folks will attend at no charge. Family and loved ones of coaches and players may attend. It will cost \$5 per person. They must RSVP to Club email and pay by 1/16/23 (CashApp, Venmo). Ron will check people in at the door. We want payment in advance. He will have a spreadsheet to check as people enter. Aimee will ask Coach about expected attire for the players. Aimee will create the invitation and ask Paul Heizer to distribute to the players by Wednesday 1/04 at school. There was also a discussion about Coach gifts to be presented at the banquet. The player gift is a 'Caroline Cavaliers Football' lanyard and a Fall Sports program.

-New Business:

- Recap of meeting with Mr. Just, Mr. Heizer, Boosters Club Officers, Football Club Officers, and Dr. Calveric on 12/08/22. After the November meeting, this group of people were invited to a meeting by Dr. Monroe to discuss the situation with uniforms and the turf field. The life cycle of a set of uniforms was presented. Somehow the white uniforms have gotten off-cycle. A number of helmets are purchased every year. And a number of shoulder pads should be purchased annually, as well. Dr. Calveric and Chris Caldwell talked about the consulting company that has been hired to do a geographic study and take soil samples of the current field. This company will pursue bids on artificial turf. Dr. Calveric stated that the turf field is part of the CIP. In order for it to move forward, it must be a priority item on the CIP, which is then presented to the Board of Supervisors.

- Recap of School Board meeting – turf in CIP. After the public comment segment, Chris Caldwell presented recommendation for CIP. There were two priority items name, neither one was the artificial turf. Mr. Spaulding questioned why they were not at least trying for the turf. Mr. Caldwell stated, it is in the CIP still, just not a priority item. Several people present expressed disappointment. They wish to show up to the next School Board meeting to publicly speak about the issue. The next School Board meeting is 1/23/23 at 5:30 pm in the CMS auditorium.
- Discussion about adding new officer positions and replacing the Treasurer and Secretary – Leissa is interested in the Treasurer role and Ron in the Secretary role. We will still put it out there on Facebook for other nominees. We would like to add two additional officers to the Board: Sponsorship & Fundraising Director and Team Meal Director, as these are two areas that require much coordination. Potential candidates must nominate themselves via email no later than 1/16/23. The current officers will vote via email on 1/17/23. Those results will be presented at the 1/18/23 meeting. At our next meeting, we will also further discuss the current by-laws and propose any desired changes.
- Change over to a PO box for official mailings – currently the address of record for the Club is CHS. There have been bank statements and even checks that have not been received. When the Club was formed, we did not get a PO Box to save the yearly fee. At this point, it makes more sense for us to have a PO Box and change our address on all official documentation. A motion was made by Ron to purchase a PO Box, seconded by Anna. All in favor.

-Old Business:

- Parade recap: Our float was the second-place winner in the parade! Many hands worked hard to put it all together. The trophy will be on display in the high school trophy case. For next year, we will need to have the Parade Committee in place. They will be able to meet separately to more advanced planning. Of course, it all hinges on when the theme and application becomes available.
- Game program – We still have some for sale.

-Next meeting: 1/18/2022 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:20 pm by Amber, seconded by Ron.

Minutes recorded by Aimee Fletcher.