

Caroline Cavaliers Football Club

Meeting Minutes

March 27, 2023

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

-501c3 status – 990 from last fiscal year was accepted by IRS!

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:11 pm.

-Motion to approve February 2023 meeting minutes made by Laura & seconded by Dan. All in favor.

-Team Meals: Team meal guidelines letter was updated to include the two meal options established by Coach Johnson. Ladysmith Ruritans, Taft Coghill & his church, Keith Baylor and friends, and Lydell Fortune have committed to a meal. We received \$200 Team Meal sponsorship from the Ladysmith Ruritans.

-Other Committees needed:

- Game Day Crew for home games – Ron would like to meet separately with his crew of helpers to assess the cameras, review film, and improve their process. He has some students interested in helping.
- Food Drive Collection – We discussed doing it a different time of year, possibly one over the summer. Will need to reach out to local pantries about their guidelines for community members receiving food.
- Parade Committee – will revisit in October 2023 to prepare.
- Banquet Committee – will form a committee by 11/2023.

-Fundraisers:

- Flamingo Flock: We will put this fundraiser on hold until Spring/Summer = May/June/July timeframe. Suggestions to get more helmets for the flamingos.

- Yard Sale & Vendor Event: 4/22/23 from 8 am to 2 pm. Laura is selling spaces for \$15 each. So far 48 spaces have been purchased. She ordered large banners for the side of 207 to attract attention the week leading up to the event & road signs to put around the county. We will sell hamburgers (\$3), hot dogs (\$2), chips (\$1) & drinks (\$1) to vendors and customers.
- Corporate Sponsorship: The chalet donated by After Hours Concerts auctioned for \$650. The next auction to close is for the limo.

-Grants: Aimee completed the application for The Caroline Foundation. We should hear something soon. The REC grant application process is not open right now.

-Treasurer's Report: February beginning balance of \$7,017.12, ending balance was \$8,270.27. Leissa submitted a full report.

-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. Ron & Aimee will set a date to big the organization.
- Fueling Station for the players does need regular restocking. Aimee will create a Sign-up Genius for Gatorade and snacks. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3).

-Upcoming Events:

- Off-season Workouts are Mondays, Tuesdays, Wednesdays and Thursdays, until school ends.
- Community Yard Sale & Vendor Sale on 4/22/2023 in CHS student parking lot.
- Fish Fry & Car Wash: 6/17/2023 in Advance Auto Parts parking lot from 10 am to 2 pm (food until we run out).

-New Business:

- Uniform & Equipment update: Black uniforms will be ordered in May.
- Next School Board Meeting is 4/17/2023.
- Public Hearing on Budget – operating funds & CIP funds = 4/11/2023.

- Teacher Appreciation Week in May – We will work with Danielle to choose a day to provide for the 130 teachers & staff members at CHS. Club members can contribute as they wish.
- Review of bylaws – Officers met 3/8/2023 at 6:30 pm at the Richardson's home to discuss suggested revisions to bylaws. It was decided to update in favor of paid memberships, as well as a few logical changes to align with our fiscal year of August-July. The change to membership also requires an amendment to our Articles of Incorporation. Both documents were revised. Ron motioned to accept the changes, seconded by Dan. All in favor.
- Niagara Bottling Company water donation: They are donating a pallet of cases of water. Dan & Aimee will pick-up on 4/7/23. We will need some players to meet back at CHS to off load into coach's office.
- Gatorade Program: Laura sent info to coach to apply.
- Opportunity to get a heat pump or AC unit donated by Michael & Sons. The problem with the existing equipment is that it runs off WiFi and there is no WiFi in the locker room.
- Liability insurance for the Club: Aimee reached out to Micky Tingler for a quote. Leissa will also send info she has from another organization.
- Coach submitted for a chocolate milk grant. It is an excellent source of protein after workouts.

-Old Business:

- PO Box address still needs to be updated with several organizations so all mail will go to the box.
- VA form 100 (VA Dept of Agriculture, Charitable Solicitation Division): package was returned to sender (Aimee). It was mailed again. Leissa has confirmed the check has now cleared!
- Bowling Green Clean-up on 3/25/2023 was rainy and cold, but the players and parents worked through it. Public Works is giving \$1200 to Coach's football account.
- Coaches Clinic receipts & cards need to be returned to Leissa.
- Update from coach on player food insecurity – he has what he needs for now. He will let us know when more food is needed.

-Next meeting: 4/19/2023 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:34 pm by Tanya, seconded by Laura.

Minutes recorded by Aimee Fletcher.