

Caroline Cavaliers Football Club

Meeting Minutes

July 17, 2024

Attendance: Aimee Fletcher, David Fletcher, Ron Goff, Leissa Richardson, Alan Richardson & Terry Alexander

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-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 7:02 pm.

-Motion to approve June 2024 meeting minutes made by Ron & seconded by Leissa. All in favor.

-Team Meals: Scheduling for the 24/25 season is underway. We have 7 games left to cover. Coach A is okay with a more varied menu of options. No fried foods, no pizza, no desserts, no burgers/hotdogs.

-Other Committees needed:

- Game Day Crew for home games – We have a new iPad that is compatible with the new tower. Chain crew is covered for every varsity home game.
- Food Drive Collection – October timeframe. We will also do Wreaths Across America. We can do these collections together; we will just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. He needs 4" letters for the stencil. He also wants to include stencils for other sports. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.

- Flamingo Flock migration: They have visited two yards. The photos have been posted, and the flamingoes are ready fly to another yard.
- Golf Tournament on 8/02/24: 3 teams + 2 players signed up already. Hole sponsor signs have been delivered. 2 more need to be ordered. Trophies & poker chip mementos have also been delivered.
- Corporate Sponsorship: Packages available for review on our website. Many banners need to be replaced. They did not weather well. In the future, they need to be taken down in December and stored.

-Treasurer's Report: May beginning balance = \$12,423.79; May ending balance = \$19,346.31. June beginning balance = \$19,346.31; June ending balance = 9,719.43.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of equipment: All helmets and most shoulder pad have been inventoried and labeled with a barcode. The tags cannot be attached to clothing items. Jerseys can be inventoried by color and number. Pants will need to be labeled with laundry marker or Sharpie marker and tracked on a spreadsheet. Uniforms must be checked out before games and checked in after games. The jerseys & pants will be presoaked in large rolling trash cans with detergent water. The combination locks have been numbered and inventoried, as well. Air tags will be used for the expensive AV equipment and trailer.
- Locker Room repairs: Hasps were replaced on the varsity lockers. TV was installed on a wall mount to review film. It will connect with the iPad and display on the larger screen. The large white board was moved to another wall. The refrigerator was cleaned. There was lots of vacuuming of the locker room and office area. Name plates were put on the lockers for the players.
- Locks for locker room: we now have a total of 100. They are numbered and inventoried. We have a master combination sheet shared amongst the head coaches.

-Upcoming Events:

- **F7/19/2024** – Friday Night Lights 7:30 pm

- **7/30-31st** – Equipment Distribution & Fee Collection
- **8/01/2024** – First Practice
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course
- **8/08/2024** – Varsity Scrimmage at L.C. Bird HS
- **8/09/2024** – Lifetouch photos for football & band
- **8/14/2024** – August meeting of Caroline Cavaliers Football Club
- **8/22/2024** – Varsity Scrimmage at Meadowbrook HS
- **8/28/2024** – First JV game – home
- **8/30/2024** – First Varsity game - away
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **10/18/2024** – Homecoming game vs King George

-New Business:

- Friday Night Lights – Players must arrive at 5 pm. Coach A's wife, Mackenzie is coordinating a pre-game meal for the players. JV will wear white jerseys, varsity will wear red. They will warm up, show some skills & scrimmage each other. The Club will offer limited concessions: hotdogs, chips, water & icy pops.
- Water Fountains with water bottle filling stations – AD Josh Grien submitted a work order. One has been installed in the JV locker room. The Varsity fountain is in progress.
- JV lockers – Josh will speak to Dr. Connolly about replacing with some from the school that aren't being used.
- Stadium Clean-up – 7/24 at 7 pm – We will borrow a trailer to load all debris and trash to haul up to the dumpster. Ron will blow trash out from under the visitor bleachers & we will utilize players for pick-up.
- Ice Bath Tub – The ideal option is a Rubbermaid-type tub to be used maybe once/week for recovery.
- Soft pack purchase = black shirt and shorts set for 7v7 and matching practice apparel should arrive by 7/25.
- Fall sports photos for program – Lifetouch on 8/09 for football and band only – will ask Donnoven to take photos.
- Homecoming Game concessions – 10/18 – JV players & parents needed to support. Coach A will work to coordinate & possibly utilize teachers on duty too.
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 8/12/2024.

-Old Business:

- Family Picnic at Pitts Pond was a success! Everyone in attendance enjoyed their time. There were lots of delicious shared side dishes. The players & families played beach volleyball, swam, jumped off the rocks into the pond, bounced on the water trampoline & swung on the rope swing. A huge thank you to the Pitts family for allowing us to come. If we are able to use the property again next year, it will be mandatory for an adult to attend with their player for safety.
- New iPad to communicate with the end zone tower is already in use and working perfectly!
- Cooling Station – We purchased two industrial fans and one more was donated. We have two misting hoses and are using the older EZ up tents to create this space for cooling. It is player and coach approved!
- Weight Room photo display: this was hung just before Coach Allison left the program. It has been unused since that time. Coach A plans to use for player maxes. It will be divided by Seniors, Juniors, and underclassmen.

-Next meeting: 8/14/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:58 pm by Ron, seconded by David. All in favor.

Minutes recorded by Aimee Fletcher.