

Caroline Cavaliers Football Club

Meeting Minutes

May 29, 2024

Attendance: Aimee Fletcher, David Fletcher, Leissa Richardson, Laura Marks, Dan Marks, Josh Grein, & Ron Goff

-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 6:12 pm.

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

-Team Meals: Scheduling for the 24/25 season has begun. Josh will send the game schedule.

-Other Committees needed:

- Game Day Crew for home games – AV equipment has been assembled & checked by Ron. Brian Cunningham, Jimmy Mynhier, Dan Marks & David Fletcher have agreed to continue on the crew. Ron will speak to Tyler Lockhart to identify some other support.
- Food Drive Collection – October timeframe. We will also consider Wreaths Across America. Can do these collections together, 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:

- Car Wash & Fish Fry from 4/20 yielded a profit of \$2771.78! Our next Car Wash is Fish Fry is Saturday, June 1st. Players to arrive 10:30/10:45 am. Need adult helpers to set up at 10 am, and to help coordinate the players throughout. Mr. & Mrs. Johnson will get the blocks of fish, oil, breadings &

clamshell containers. Aimee will bring all other groceries, big cooler, hose & Yeti cooler for raffle. Ron will bring all supplies from the hot box & 3 EZ up tents. Dan will check with Tractor Supply about propane refills. Laura & Dan will bring coolers, tent, tables, & fryer.

- Yeti Tundra 45 cooler raffle: we have sold 35 tickets so far.
- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.
- Flamingo Flock migration: May launch, Aimee has first set of photos. Those will be posted, then the flamingoes will fly to another yard.
- Vendor/Yard Sale moved to 5/19/24 due to rain on the 18th. There wasn't a lot of traffic coming through the sale. We cleared \$1120.57 in profit (\$1080 in table/space sales + \$40.57 in concessions).
- Golf Tournament on 8/02/24: 2 teams + 2 players signed up already. Hole sponsor signs have been ordered. Laura potentially has 5 more-hole sponsors. Trophies & poker chip mementos have also been ordered.
- Numerous In-Kind donations received for raffle and auction.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Apex have already sent their payments. Aimee reached out to McKesson again.

-Grants: The Caroline County Foundation Board awarded us \$2000 toward the Endzone tower! A thank you card has been sent.

-Treasurer's Report: April beginning balance = \$11,699.67, ending balance = \$12,423.79.

-Projects:

- Fueling Station for the players does need regular restocking. 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). Gatorade powder in cans to make in bulk.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable before issuing to players. Ron researched inventory option. The best deal he found is with Asset Tiger. When you buy 1500+ tags, the software is included. We can tag anything the Club owns. Additionally, helmets and shoulder pads. These 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. Ron motioned to order 1500 small, round, red QR tags at \$(TBD), Laura seconded. All in favor.

- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed. 48 have been delivered. The remainder ordered from another store.
- Locker Room repairs: Dan & Ron to create a punch card of repairs needed. Racks for shoulder pads, fix loop for locks that are broken.

-Upcoming Events:

- **6/01/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **6/03/2024** – Summer Workouts begin
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/30-7/06** – VHSL Dead Period
- **7/29/2024** – Conditioning Test @ 7 pm (tentative)
- **7/30-31st** – Equipment Distribution
- **8/01/2024** – First Practice
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course
- **8/09/2024** – Scrimmage at L.C. Bird HS
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto

-New Business:

- Coach Johnson resigned his head coach position on 5/13/24. He took a position with a college program. He will remain with us through June. Interviews for a new coach have begun. The administration recognizes an urgency around identifying a new coach.
- Weight room purchases through \$5000 donation from Sullivan's Tree Service: Coach made a wish list for the weight room, as well as some items for LT (Athletic Trainer). All of those items were purchased by the Club. The receipts were immediately turned into the CHS bookkeeper for reimbursement. The items have begun arriving at the school. Coach says it looks like Christmas in the weight room!
- Niagara bottling donation: Aimee reached out again via email.
- Camera Tower for endzone: The SportScope (vendor used for new filming system) Endzone tower has been ordered! This tower allows remote control from the iPad, has AI capability, and it will fit in the trailer!

- Player Food insecurity – no identified needs right now. While waiting to present to the Caroline Foundation Board, I met Ms. Kline from CHS. She runs a pantry of sorts out of the high school. Distribution is very discreet. I would like to explore options of connecting players in need with her.
- Next School Board Meeting is 6/10/2024.

-Old Business:

-Next meeting: 6/19/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:22 pm by Dan, seconded by Ron. All in favor.

Minutes recorded by Aimee Fletcher.