

Caroline Cavaliers Football Club

Meeting Minutes

September 21, 2023

Attendance: Aimee Fletcher, David Fletcher, Amber Santmyer, Laura Marks, Dan Marks, Alan Richardson, Leissa Richardson, Ron Goff

-501c3 status – ready to file 990N? Fiscal year ended 7/31. Leissa is waiting on in-kind donations to be logged.

-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 6:10 pm.

-Motion to approve August 2023 meeting minutes made by Ron & seconded by Alan. All in favor.

-Team Meals: Team meal guidelines letter was updated to include the two meal options established by Coach Johnson. All team meals are now covered! Aimee created a Sign-up Genius to encourage other parents/guardians to help set-up, serve & clean-up meals, so it is not the same people all the time.

-Other Committees needed:

- Game Day Crew for home games – Ron has a full game day crew; however, back-up options are needed for when one of those folks are not available. They are running 2 cameras every game, sometimes 3. They still need a cable fix. In the near future, will need to replace the endzone tower. Price range is \$3000, which comes with a camera that follows the ball for you.
- Food Drive Collection – Are we doing this October 28th?
- Parade Committee – will revisit in October 2023 to prepare. Tanya will lead the committee.
- Banquet Committee – will form a committee by 11/2023.

-Fundraisers:

- Caroline Logo Stencil: Ron is cutting out the letters with his Dremel. Will use field paint, which is semi-permanent & spray paint as another option. \$20 plus donation.

- Car Wash & Fish Fry: next date 10/07/2023 from 10 – 2 pm. We decided to do fries again since we have David and Dan available to run fryers. Mrs. Johnson is getting the oil, breader & clamshell containers. The Ruritans donated a 40 lb box of frozen whiting. Aimee will get the groceries/supplies needed.
- Line Dancing class: Nita has offered her services to teach a line dancing class. We need a location and date to do this. Possibly in the Feb-Mar timeframe.
- Corporate Sponsorship: Packages available for review on our website.

-Grants: The REC application process is not open right now.

-Treasurer's Report: Submitted by Leissa - July beginning balance of \$14 932.97, ending balance was \$15,069.94. It is important to remember some of this money is earmarked for outstanding expenses: \$4850 for blue jerseys, \$2800 for first installment on the new headsets, \$3350 for golf tournament, money for team meals, etc.

-Projects:

- Organization of the "hot box" is complete! Dan also had a ceiling fan installed to help move the air! A few repairs are still needed. 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.
- 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. Sign-up Genius sent out.
- Repairs to the press box/announcer's box: The roof support is complete. A quote was given for windows that open and close. The work is to be done the week of 10/15.
- Practice field work: Ron says we are going into fall mode. He will be aerating, overseeding, fertilizing & killing off weeds at the end of October.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable. Ask to use something the school has already. It doesn't have to be barcoded, but that would be helpful.

-Upcoming Events:

- **10/06/23** – Block Party from 4 – 7 pm, followed by Homecoming game vs Chancellor. Football Club has concessions that night.
- **10/07/23** – Car Wash & Fish Fry 10 am – 2 pm

- **10/28/23** – Food Drive Collection: Verizon @ Ladysmith & Family Dollar or Vape Store in Bowling Green. Coach to rally players. Need 2 parent leaders to be at each location.
- **12/09/23** – Bowling Green Christmas Parade

-New Business:

- Uniform & Equipment update: Status of blue jerseys – ETA 10/18/23.
- Replacement ladder & Shop vac: Aimee purchased a secondhand ladder & the Fletchers donated a new shop vac. Both are clearly labeled as belonging to the Football Club. They were particularly needed for the hot box organization. There were broken fluorescent bulbs to clean up & the ladder was a safer option than standing on a rolling chair.
- New fan gear store: coach opened a store until 9/27.
- Thrivent seed money to purchase tents for sidelines and sturdy clothes racks for uniforms.
- 2023-2024 Fall Sports Program: We have the Lifetouch photos. We are still waiting for the coach bios. Aimee plans to complete program design on 10/1 and must submit to printer the next morning.
- Bouncy house event: We met a local business owner at the SEAC event on 9/16. They own Leaping Lizards, a bouncy house business. They are planning a big event at the State Fairgrounds in the Spring. They would like us to provide concessions. More info to come.
- Next School Board Meeting is 10/09/2023.

-Old Business:

- Sponsor banners were hung in the stadium.
- Player food insecurity – coach will let us know when more food is needed.
- Organization of hot box & fan installation is complete!
- Pre-game hype: tunnel, smoke bombs (Tanya will hand off the smoke bombs to us prior to game to ensure no players are running with them. Aimee will purchase two galvanized buckets with sand to place the bombs in at the entrance to the tunnel), banners on the sides of the tunnel.
- Recap of SEAC event on 9/16/2023. It was a great event for the community. We set our concessions tent up on the edge of the blacktop where the attendees could try navigating in a wheelchair. It ended up not being the best location. Getting closer to the other vendors would have worked better. We did have some sales & made a couple new contacts that could be helpful in the future.

-Next meeting: 10/19/2023 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:35 pm by Dan, seconded by Leissa. All in favor.

Minutes recorded by Aimee Fletcher.