

Caroline Cavaliers Football Club

Meeting Minutes

May 24, 2023

Attendance: Aimee Fletcher, JT Lichtenberger, Gerard Johnson, Danielle Logue, Anna Porter-Toure, Dan Marks, Laura Marks, Amber Santmyer, Tanya Tunstall, David Fletcher

-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 6:10 pm.

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

-Team Meals: Team meal guidelines letter was updated to include the two meal options established by Coach Johnson. Many of our churches have declined providing a meal this season. Ladysmith Ruritans paid for a meal. Keith Baylor and friends committed to a meal. Coach Johnson's parents, Prince Hall, the Marks family, the Toure family, and Valentina have committed to helping out, as well.

Some feedback provided by Tanya from her meal last year, for a spaghetti meal, will need 6-7 lbs of meat, 6 lbs of pasta, 6 large jars of sauce.

-Other Committees needed:

- Game Day Crew for home games – Still a few things needed for the upcoming season. Danielle spoke up. She may have a tripod she can donate, instead of buying one.
- Food Drive Collection – Discussion tabled for now.
- Parade Committee – will revisit in October 2023 to prepare.
- Banquet Committee – will form a committee by 11/2023.

-Fundraisers:

- Flamingo Flock: Danielle already has a few people lined up. She is working on updated marketing to the community (Flock-a-Friend, Flock insurance, etc). Aimee has made sure each flamingo has a helmet and jersey to model.

Pam Lawrence from Hometown Realty will start us off. Danielle is making a block to support the flock on a sidewalk type of surface, when we can't push stakes into the ground.

- Yard Sale & Vendor Event: Recap from 4/22/23 event. Brought in \$1287! That includes spaces sold and concessions sales. Feedback for future improvement: golf cart to give rides to bathrooms (long walk), more banners advertising the event, use PVC pipe concreted in 5-gallon buckets to put up banners (moveable and no digging required). There was also some discussion around moving it to Ladysmith side. Where would be an adequate location?
- Caroline Logo Stencil: Brainstorming in-progress. Danielle has created a mock up of the logo on paper to illustrate the size. Options for stencil: cut out logo on plywood? Or commission someone to cut out on plastic (Danielle to reach out to gentleman with a Glow Forge)?
- Fish Fry & Car Wash: originally scheduled for 6/17, which conflicts with Juneteenth. Moved to 6/24, Advance Auto agreed to that date. Momma Johnson will get 4 blocks of fish this time. We need multiple fryers with baskets to keep up with the French fry demand. We will keep the same food pricing as last time, and accept donations for car washes. Event from 10 am to 2 pm.
- Corporate Sponsorship:

-Grants: The REC application process is not open right now. Laura thinks there is a fall window for accepting applications. Reach out to parents to see if any work for REC.

-Treasurer's Report: Submitted by Leissa - April beginning balance of \$11,235.85, ending balance was \$14,414.68.

-Projects:

- Repairs to and organization of "hot box" are needed. We need facia 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 do the organization.
- 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). Repost the Sign-up Genius.
- Rotten window frames around press box in the stadium. Aimee will email Heizer, Caldwell, Calveric, Monroe, Just, Wick & Wightman. There are safety concerns, as well as concerns over protecting the announcing equipment. Should the windows blow in, the electronics will be exposed to the elements.

- Sod donations for improving the practice field? There are major issues with the field, not level, swampy in some areas, rocky (injuries to players).

-Upcoming Events:

- Summer Workouts are Monday - Thursday, beginning **6/5/23** from 8 am to 11 am OR 5 pm – 7 pm. Players can ride summer school bus to morning session, but will need transportation home (school does not end till much later).
- Coach sending home a 'Pay-the-Day' Calendar fundraiser. Monies raised will help cover some of the camp costs.
- 7v7 at Atlee High School in June. Coach is looking at some other opportunities (Stafford, Hanover).
- **6/15/23** - 7v7 at Meadowbrook HS (Coach's alma mater) from 4-7 pm; players can ride bus from CHS.
- Ferrum College Camp is being replaced with Randolph Macon Camp. The dates for this camp are **6/19 – 6/21**. There will be 7 practices, 6 meals, dormitory sleeping for \$210. A bus will be provided from CHS to RMC.
- Fish Fry & Car Wash: **6/24/2023** in Advance Auto Parts parking lot from 10 am to 2 pm (food until we run out).
- **7/2/23 – 7/8/23** – VHSL dead period
- **7/18/23** – Parent Meeting in CHS Auditorium at 6 pm
- **7/19 & 20th** – equipment distribution
- Friday Night Lights/Conditioning Testing: **July 21, 2023** – Coach will announce the Captains for the season. They will get a patch for their jerseys. Players that meet the minimum number of workouts will get a logo & stripe. As far as food, we will open the concession stand. We will over a to-go pasta meal to the players after their conditioning. They may not feel like eating right away, but it is a good meal for them once they get home and cool off. We will promote this event to the community. Come out and see the culmination of the players' conditioning all summer.
- **7/24/23** – First day of practice.
- Community of Promise Day: **July 29, 2023** – The Club could do a table providing school supplies. Coach can take the players to support the event. Aimee will reach out to Ms. Baker-Latney.
- Golf Tournament: **August 4, 2023** – limit of 25 teams of four. The focus right now is on sponsors (hole sponsors, beverage cart sponsor, gift card sponsors).

-New Business:

- Uniform & Equipment update: White & blue jerseys have been ordered. Black uniforms have arrived. Mr. Heizer will send PO for payment when it becomes available.
- Next School Board Meeting is 6/12/2023.
- Player food insecurity – coach will let us know when more food is needed.
- Water Fountain replacement for locker room ~ \$700.

-Old Business:

- VA form 100 (VA Dept of Agriculture, Charitable Solicitation Division): still pending. They requested additional information: Certification of Incorporation and a signed Treasurer's Report.
- Player food insecurity – coach will let us know when more food is needed.
- Coaches Clinic receipts & cards need to be returned to Leissa.
- Liability insurance for the Club – information from Leissa.
- Faculty vs Students football game on 5/19 was a lot of fun. The faculty beat the students by a lot. Maybe next year, students.

-Next meeting: 6/28/2023 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:11 pm by Tanya, seconded by Laura.

Minutes recorded by Aimee Fletcher.