

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes - July 11, 2022

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

President:	Paige David	Vice President:	Teresa Hiner
Treasurer:	Christy Jones	Secretary:	Tonya Brown

Meeting Attendees:

- Paige David
- Teresa Hiner
- Christy Jones
- Tonya Brown
- Amy Manners
- Coach Sports
- Carmelita Cain

General Membership Meeting Agenda:

1. **Call to Order / Roll Call of Board of Directors**
 - *Paige David called the meeting to order at 6:02PM*
 - *Paige David did a roll of the Board of Directors*
2. **President – Paige David (Present)**
 - *Motion to approve the May & June Meeting Minutes*
 - *Amy Manners approved; Tonya Brown seconded*
 - *Review of Old Business (See Old Business Section below)*
3. **Vice President – Teresa Hiner (Present)**
4. **Secretary Report – Tonya Brown (Present)**
 - **ACTION** – Tonya Brown to set up GroupMe for Booster Board communications.
5. **Treasurer Report – Christy Jones/Amy Manners (Present)**
4. **Director Updates**
 - 4.1 **Membership – Stacey Ford (Absent)**
 - *Registration for membership has already started.*
 - **ACTION** – Booster board needs to register for membership and do background if they have not already.
 - **ACTION** – Christy Jones to send a communication out about membership for the 2022-2023 school year has started.
 - *Stacey Ford ran a spreadsheet that has contact info for all but one person. Dates have been set in place.*
 - **ACTION** – Stacey Ford to provide dates
 - 4.2 **Concessions – Committee**
 - *See New Business section*
 - 4.3 **Spirit Wear – Kizzy Sapp (Absent)**
 - *Provided data ahead of time to Paige David*
 - 4.4 **Communications – Christy Jones (Present)**
 - *Set up access for Stacey Ford in Sports Engine to access membership data.*

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4.5 Special Projects – Open

- *Annual Program from 2021-2022 put together. Going to offer downloadable link to members. They can get it printed at a local printer if they want paper copy.*
 - **ACTION** – Christy Jones to provide link
- *Concessions - Clean up – Get rid of popcorn machine to make space more functional and power wash.*
 - **ACTION** – Aug 7th cleanup day. Tonya to add this to the calendar in GroupMe
- *Concession Inventory help needed. Would like to have every Monday at 6:30 that we set up a sign-up genius for 2-3 people to meet at concessions to put stock away.*
 - **ACTION** – Amy Manners to set up sign up genius.
- *Refrigerator in concession is out. If it cannot be fixed, then we will move the refrigerator from gym to concession.*
 - **ACTION** – Coach Sports having an electrician come out to see if they can fix the fridge; if not, haul away and move over working one from gym.
- *Make a permanent sign with concession pricing. Amy Manners mentioned that Eric Persyn has the ones done for the stadium. Coach Sports mentioned that they have used Signs in a Flash. He showed us the foam board recently made.*
 - **ACTION** – Paige David to get price on making a concessions banner with pricing info

4.6 Team Liaison Coordinator – Kizzy Sapp (Absent)

- *Provided data ahead of time to Paige David*

4.7 Parliamentarian – Stefanie Murray (Absent)

Old Business:

1. **Executive Board Nominations & Voting**
 - *All positions have been filled.*
2. **Directors Nominations & Voting**
 - *Concessions will be a committee effort.*
 - *All positions apart from special projects have been filled. Will be worked as a committee effort until filled.*
3. **Coach Sports update on new software package**
 - *Discussed in New Business section*
4. **Bylaws to be updated**
 - *Discussed in New Business section*

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New Business:

1. Parent Meeting Dates

- *Stacey Ford has spreadsheet with meeting dates*
 - **ACTION** – Stacy to load meeting dates in the new GroupMe
- *Amy Manners has email info from Hillwood Parents*
 - **ACTION** – Amy Manners to provide Stacey Ford with email from Hillwood Parents

2. Coaches Luncheon Date

- *TBD date*
 - **ACTION** – Coach Sports to get date of parent meeting
- *Need secure a donor for the luncheon. Paige David suggested to offer a spot in the program for whomever donated. Potential to offer a page ad worth \$1000. Amy mentioned we had a budget for this last year.*
 - **ACTION** – Kizzy Sapp to coordinate luncheon and secure donor.
 - **ACTION** – Amy Manners to send last year budget info to Kizzy Sapp.

3. Signup Genius – Volley Ball

- *Parent Meeting Aug 6th.*
 - **ACTION** – Amy Manners to set up Sign Up Genesis.
 - **ACTION** – Membership, Treasurer, and Team Liaison should attend the meeting.

4. Concessions

- *Amy Manners will handle coordinating the staffing for football and Andy Brown or Tonya Brown will handle the coordinating the staffing with softball.*
 - **ACTION** - Amy Manners will set up Sign up Genesis for the various sports.
 - **ACTION** – Kizzy Sapp to reach out to each sport to ask for a point of contact that can ensure they get concession coverage.
- *See Special Projects section above for further discussion on concessions.*

5. Program Sales – Business Ads / Senior Ads

- *All data for fall programs must be received NLT 8/20 so we can ensure that they will be ready for Homecoming (which is September 16th)*
- *Coach Sports has a media day set up to capture the sports for the fall program (cheer, football, volleyball, lightening dancers, tennis, cross country, band) on August 9th from 12-4PM. Pictures will be ready to go to give to booster club by August 12th.*
- *Coach Sports stated that family night for football is August 9th.*
- *Fall Program set up - We usually print around 250 programs. They are about \$8 a piece but we have been able to provide for free in past because the ad sponsorships offset the cost.*
 - **ACTION** – Amy Manners and Christy Jones to do the fall program. Need to put a checklist together to collect coach info (getting to know you).
- *Business Ads / Senior Ads*
 - **ACTION** – Christy Jones or Amy Manners to provide pricing information on the business ads and senior ads to the Booster group.
 - **ACTION** – Christy Jones to reach out to Smoking Axes to see if they are interested in being a sponsor.
 - **ACTION** – Asking each board member to sell at least 1 business ad. In

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addition to the booklet, they can be advertised on the website.

- **ACTION** – Christy Jones to push out information on ads to members as well. Also – put announcement out on social media for business as well as senior ads. Share with Band as well.
- **ACTION** – Stacey Ford to communicate the info on senior and business ads and deadline at all meetings she attends.

6. New Website Status

- *SideArm is the new “Sports Engine” that the sports and booster club will be transitioning to this year with the sports teams being the priority and then booster club. Coach Sports said that Brett is our Side Arm rep and we should have answers by 8/1.*
 - **ACTION** – Coach Sports to see if Brett from Side Arm could attend the next Booster Club meeting on 8/8
- *Christy Jones was needing to connect with Side Arm to get questions answered such as our domain name being applied to the new page.*
- *Christy Jones opened discussion on whether we would go month to month for \$69 or annually for \$749. Since we have no clear determination of when we will move over, it was decided to do month to month for now.*

7. Spirit wear

- *Discussions on the set colors. Coach Sports stated that Brett from Side Arm will be taking the colors from the old site and uploading to the new Side Arm site. These will be the official colors. Brett will have the color numbers.*
- *Coach Sports provided an example of our Charger Shield with Crimson shield and gold outline.*
 - **ACTION** – Paige David to provide Kizzy Sapp with the shield example.
- *Paige David mentioned that Coach Sports ordered dry fit last year and asked if they want to do that again or have the booster club do this.*
 - **ACTION** – Kizzy Sapp to reach out to Coach Sport to discuss
- *Per Amy Manners we need to get hoodies ordered as we only have 16 left. She did an inventory of some of our stock this past weekend. We need stock by July 19th.*
 - **ACTION** – Amy to send the inventory information to Paige David and Kizzy Sapp.

8. First-pass Bylaw revision

- *Reviewed copy provided by Amy Manners.*
 - **ACTION** – Paige David and Amy Manners to have it edited and ready for approval at next meeting.

9. Schedule Scamper –

- *Coach Sports said the Schedule Scamper will be August 13th*
 - **ACTION** – We need to do a spirit wear table (see Kizzy Sapp).
 - **ACTION** – Tonya to add to GroupMe calendar.

10. Adjournment

- *Motion to adjourn by Teresa Hiner at 7:45PM; seconded by Amy Manners.*

Next Meeting Date – August 8, 2022

Location – CHS Fieldhouse @ 6:30pm