



Central Bucks West Football Parent Club

Board Meeting Agenda May 01, 2023 2023 Season

Start: 7:00 pm

Adjourned: 10:00 PM

Board Meeting

1. BOARD MEMBERS PRESENT

1. Lisha Barone, Senior Representative
2. Suzanne Stratton, Senior Representative
3. Monica Gerace, Junior Representative
4. Dawn McFadden, Sophomore Representative
5. Cindy Wilson, Sophomore Representative
6. Gina Bigley, Freshman Representative
7. Jen McGuire, Freshman Representative
8. Stephanie Shantz-Stiver, Secretary
9. Allen Gerace, Treasurer
10. Rob Rowan, Head Coach

• Votes since last meeting:

- **4/24/23 Purchase BJ's membership \$65.00 for tax exempt purchases**

Jen McGuire: yes.	Kristie Patterson: yes
Monica Gerace:	Gina Bigley: yes
Stephanie Shantz-Stiver: yes.	Lisha Barone: yes
Allen Gerace:	Dawn McFadden: yes
Cindy Wilson: yes.	Suzanne Stratton: yes

• Coaches Updates/ Requests:

- Youth Camp Update –
 - Amount registered to date: **178 as of 5/1/23**
 - Different colored shirts for player volunteers
Design picked? **Coach sent design to Jen M. who will get design to Courtney to make shirts**
Ordered?
 - **Coach will email community school in 2 weeks to have registration close either May 19 or May 20th**

- SVS player camp
 - 4/28/23 money collected from players deposited in parent club bank account.
 - Coach will reach out with when & amount(s) of check(s) needed to send payment. **\$250 security deposit as soon as possible (refundable) and final check will be due in June.**

- **Important Dates:**
 - Karate concession stand 5/7/23- **Players will be assisting**
 - Meeting to discuss/plan youth camp **5/10/23 at Plumsteadville Inn @ 7PM**
 - Bag Bingo committee kick off meeting **5/15/23 Plumsteadville Inn 7:00pm**
 - Youth Camp 6/19/23 - 6/21/23
 - ESU summer camp 7/13/23 - 7/14/23

- **Registration:** Players continue to register
 - Continue to monitor and compare to Team Snap

- **2023 Season Banquet:**
 - Date set as Saturday January 13th 2024 @The Warrington 11-3:30pm
 - \$35.95pp 4.5hrs ****our norm****
 - New to contract****Additional charge per person if event runs over**
 - \$500.00. Deposit and contract submitted in person
 - Contact person: Ryan Habel ryan.habel@thewarrington.com

- **Treasure's Report:**
 - Updates: **Tax return and annual report filed**
 - Use treasures address as location address for Truist Bank Account. This will not be the mailing address, they need a physical address. 3033 E. Brighton Street, furlong , PA18. This will need to be changed when the treasurer changes.
 - - Form A completed and submitted to Henry Hunt
 - - Bank reconciled through 4/10/23 with a current balance around **\$20,000**
 - ~Exemption Certificate needed to submit to BJ's to qualify for exempt membership.

- **Fundraising:**
 - **Gold Card** –Update
 - 4/22/23 Gold Rush: 57 participants, 9 teams, 11 locations
 - **Collected \$6,119.04!!!!!!**
 - Gold Rush discuss pros/cons of pooling of teams cards:

- Boys worked well together as a team.
 - Need to make more clear that they are putting all the cards together and even splitting up what is left
 - For venmo transaction, put team #
 - For individual selling (not during team rush) put Player's name/GC
 - Cards distributed to freshman on 4/26/23
 - Coach has cards for players that missed the GR
 - Distribution of additional cards to players requesting: **Coach Rowan has extra cards**
 - 1st money collection: 5/15/23
- **Dine and Donates**
 - Update from Cindy & Dawn- **First Dine and Donate at Jules \$85.00. Looking into see about doing a Dine and Donate at PJ Whelahans**
- **Bag Bingo fundraiser –**
 - Committee planning meeting scheduled 5/15/23 Plumsteadville Inn 7:00
 - Agenda
 - Create sub-committees
 - Send reminders to parents via Team Snap
 - Date set for Thursday August 10, 2023 Saint Cyril Of Jerusalem
 - \$750.00 rental fee
 - \$100.00 Deposit due March 17, 2023 *submitted in person 3/31/23*
 - \$650.00 due July 28, 2023
 - \$300.00 Security deposit due July 28, 2023 (separate check payable to SCoJC) refundable
 - Need a Bingo license & Raffle license – reach out to BC Treasurer
 - Bags have been donated previously- Jen McGuire has reached out to Louis Vuitton via email
 - Need to get more bingo cards and dobbers
- **Telethon: August 1st (Tuesday) at 5:30PM**
 - Update- **Will include all 4 grades**
 - **Will have meeting with the players the week before July 20th break to review how the telethon will work. Players will bring their 10 contacts with them to this meeting.**
 - **Jen M. will reserve the cafeteria for 8/1.**
 - **There were will be prizes as an incentive.**
 - **The link for the telethon will stay open through August.**

- **Concession stand:**
 - Update:
 - Menu completed
 - Bulk of items purchased
 - SUG sent to parents
 - Sign up for boys: List was posted and boys signed up for Saturday & Sunday. **Boys will be given jerseys to wear that are participating**

- **Youth Camp: Determine location of 5/10 board planning mtg_____**
 - Tee shirt & bag design logo ~ Jen M & Gina
 - Review sign up genius & paper sign ups for volunteers – form committee
 - Sell apparel, snacks and drinks during the week
 - Line up lunches to purchase:
 - Monday: Pizza ~ Nat's/Lucatelli's/Giovanni's/Village
 - Tuesday: Pizza ~
 - Wednesday: Chick-Fil-A
 - Arrange ice cream treat for last day

- **Thursday Night Dinners** –cafeteria reserved and approved (provided no other organization needs it for a bigger school event) by Regina Bertman ****note: may need to adjust for Thursday 9/14 game****
 - ****Cafeteria NOT available on 9/7/23 BTS night scheduled****
 - Reach out to Brian Hensel to secure tables & chairs
 - Price table and chair rental
 - Determine amount parent club will give host- \$500.00
 - Have SUG ready for June

- **Pregame Meals ~**
 - Sponsorship letters distributed to several locations
 1. Just Food: Date selected 8/25
 2. Lucatelli's: Dates selected 9/1, 9/14, 9/29, 10/20 & *10/27 needs to be removed as last game is reserved for Chick FA. All board members agreed that a full page ad will be offered, and the banner will match the ad in the program.
 3. Dominick's
 4. Uptown Deli
 5. New Britain Inn
 6. PJW's
 7. Bocelli's

- 8. Nats : leave as last resort per Tim
- Remaining dates: 9/8, 9/22, 10/6, 10/13
- Lisha & Suzanne will follow up

- **Apparel**

- Pride Pack ~ logo design, order/delivery date- **waiting for the short to come in around 5/10. Expecting to have pride packs delivered and handed out at practice on 5/22.**
- Team store- **Taylor Outfitters is all uploaded on the site and will remain open until 5/11/23 and will be delivered by June 1st.**
- Fan apparel- **Jen M. and Gina B. will sit down at a later day to review.**

- **Game Day Programs**

- Request from Chairpersons, Courtney & Sara to change wording from “Family & Friends football program Rates” to “Student shout out football program rates” as this had caused some confusion last year. *This is the section dedicated to players, cheer & band members.

- **Memorial gift for Dominic Testani**

- Update: Have been making attempts to contact the Ralph Stover State Park about planting a tree there, as it was one of Dominic’s favorite places, but have not received a call back yet.

- **Additional Notes**

- **Binders:** Coach will finalize after next meeting. Will get packet to Jen on Wednesday. Total of 150 pages and need about 100 packets. Jen and Gina will look at binders to purchase.
- **Cheerleading:** Cheer Coach Maggie reached out to Coach Rowan about wanting to get her squad more involved with the team. It was agreed that football need to support the cheerleading squad more. Considering inviting them to the telethon.
- **Website Domain:** Our website domain for cbwestfootball.com through 101 Domain expired June 28, 2023 and need to renew. Suzanne Stratton will take care of payment. Coach would like to drop the westfootball.com domain as two are not needed.

Committee Chair/ Members:

Fundraising Committee	Cindy Wilson, Dawn McFadden and Stephanie Stiver
Game Day Programs	Jennifer MCGuire
Senior Hosted Thursday Night Dinners	Suzanne Stratton and Lisha Barone
Pregame Meals/ Post game Snacks	Suzanne Stratton and Lisha Barone
Senior Night	Kristie Patterson and Monica Gerace
Youth Camp	Stephanie Stiver and Dawn McFadden
Parent Jersey/ Yard Signs	Jennifer McGuire
Game Day Spirit Wear	Jennifer McGuire and Gina Bigley
End of Season Banquet	Kristie Patterson and Monica Gerace
Website Design/ Updating	Jennifer McGuire

Next meeting is: June 6, 2023 at 7:00pm Location: Lisha's House