

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Dec 14, 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:	Stacey Ford	Secretary:	Tonya Brown

Executive Meeting Attendees:

- Paige David
- Tonya Brown
- Coach Sports
- Andy Brown
- Chris Costa

Executive Board Meeting Minutes:

1. Call to Order / Roll Call of Board of Directors

- Paige David called meeting to order at 6:36pm
- Paige David and Tonya Brown present; Teresa Hiner - absent

2. Executive Business

- Bylaw Status
 - Review changes and discuss.
 - Discussed fundraiser fee about changing from 20% to 10%
 - Next year, perhaps setting up a payables clerk to assist treasurer.
 - Ready to move to General meeting votes?
 - Not ready yet.
 - **ACTION** – Tonya Brown to work on formatting and readying the addendums for the bylaws.
- Team Fundraising vs Donation Perimeters
 - Table as not enough executive board present.
 - **ACTION** – Paige David to do a GroupMe with Executive Board on this topic.
- Discuss Christy Jones resignation from Treasurer effective 12/1/22
 - Discussed the resignation. Nominations will be brought forward in the General Meeting.
- Discuss Membership, Team Liaison and Treasurer openings.
 - Nominations will be brought forward in the General Meeting.
- Coach Sports update – He provided an update about the indoor facility. In addition, he discussed with the executive board present about the request that Soccer is making for weather cover that will benefit all sports.

3. Meeting Adjourned –

- Paige David made motion to adjourn the meeting at 6:53pm. Tonya Brown seconded.

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General Membership Meeting Minutes:

General Board Meeting Attendees:

- Paige David-Soccer/Pwr lifting/Football
- Tonya Brown - Softball
- Andy Brown – Softball
- Chris Costa – Softball
- Stacey Ford – Football/Powerlifting
- Kim Sarafidis – Soccer
- Coach Voss – Soccer
- Dalila Newhand – Baseball
- Veronica Gober – Soccer
- Leah Whorton – Baseball
- Jeff Lillard – Soccer
- Jacque Jones – Basketball
- Frances Hauss - Soccer
- Maribel Gonzales - Soccer

1. Call to Order

- Paige David called the meeting to order at 7pm.

2. Old Business:

- Bylaw Vote – Dependent on executive board finalization.
 - Was not finalized at Executive Meeting
- Spring Sports Program – This will need board oversight
 - This will be overseen by the President with the help of Communications Director.
 - Paige David provided the history of the sports program. Coach Voss mentioned how Soccer will do their own program. He stated that
 - **ACTION** – Andy Brown to reach out to Coach Maher and Coach Sports to request the dates of the Spring Sports Team Photos
 - **ACTION** – Paige David set up a Programs Committee.
 - **ACTION** - Chris Costa to solicit for volunteers to serve on Special Projects Committee for the Spring Program. Currently we have Bassey Obot.

3. New Business

- Update on open action items (see below)
- Parent Meeting Dates
 - *Upcoming:*
 - *Girls Soccer – December 13th @6:30PM – Complete t*
 - *Cheer - Will be in Spring*
 - *Baseball – Jan 10th @ 6pm in the Field House*
 - *Softball – Jan 12th @6:30 in CHS Library*
 - *The following have not provided dates yet:*
 - *Tennis*
 - **ACTION** – Cynthia Flannery to set up calendar in Board GroupMe for Baseball and Softball parent meeting.

4. Officer updates

- President – Paige David
 - Welcomed the group and thanked Teresa Hiner and Cynthia Flannery for all

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- their hard work with the Dec faculty event.
- Accepted the Membership and Liaison resignation of Stacey Ford.
- Vice President – Teresa Hiner (Absent)
- Secretary Report – Tonya Brown
 - Tonya Brown made motion to approve last months meeting minutes. Chris Costa approved, and Paige David seconded.
 - Secretary advised the group that all present will have the opportunity to speak. We follow agenda and at the open floor discussion is when anyone can bring other items not on the agenda to the floor.
- Treasurer Report – Stacey Ford
 - Nomination of new Treasurer / vote - Paige David made motion for Stacey Ford to step into the Treasurer role and bring to a vote. Andy Brown seconded. Brought Stacey Ford for Treasurer to a vote. All in favor, none opposed. Stacey Ford is the new CHS ABC Treasurer.
 - Tonya Brown made a motion to approve this month's treasurer report. Paige David approved, and Andy Brown seconded.
 - Kim Sarafidis had questions about the sports sub funds and what the money could be used for. Paige David explained the function of the sub funds.
 - ACTION – Stacey Ford to send monthly updates to main CHSABC email. Secretary will then turn around and mail it to the Coaches.

5. Director Updates

- Membership – Cynthia Flannery
 - Nomination of new Membership Director / vote - Paige David made motion for Cynthia Flannery to step into the Membership Director role and bring to a vote. Tonya Brown seconded. Brought Cynthia Flannery for Membership Director to a vote. All in favor, none opposed. Cynthia Flannery is the new CHS ABC Membership Director.
 - Stacey Ford provided membership numbers this month since Cynthia was absent.
 - 160 Unique memberships, 184 Student members, 275 Parent Members for 459 Total members
 - By Sport –
 - a. Baseball – 21; Basketball – 23; Cross Country – 5; Track & Field – 14; Football – 38; Powerlifting – 6; Golf – 3; Cheerleading – 9; Swim/Dive – 15; Wrestling – 12; Soccer – 34; Softball – 20; Volleyball - 24
 - ACTION – Paige David requested that Membership Director bring percentages per membership going forward.
- Concessions – Committee
 - Kim Sarafidis gave Paige David copy of concession dates needed. Kim said they would only do district games but would like to do concessions also on Senior night which happens to be a pre-district night. It is either the 12th or 13th. Kim said she would email us.
 - ACTION – Paige David to load the Signup Genius soccer concession dates or give to Team Liaison Director to do this for Soccer.

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- **ACTION** – Costa requested Open and Close duties needed for Concessions. Paige David said she would put together (Secretary to assist with this).
- **ACTION** – Andy Brown to follow up with sports team liaisons on how many punch cards are needed.
- **ACTION** – Badges and Keys needed for concession. Paige David to follow up with Amy Manners to collect badge.
- Spirit Wear – Kizzy Sapp (absent)
 - Paige David to reach out to company to do general order on sweats – so they will handle the inventory. She would like to consider outsourcing spirit wear to help from having to deal with inventory. Coach Voss explained their process.
 - **ACTION** – Paige David to coordinate with Kim Sarafidis on their possible vendor list.
 - **ACTION** - Kizzy Sapp to provide inventory of new items added/delivered for Charger Preview Night
- Communications – Chris Costa
 - Chris Costa briefed that Facebook was good.
 - **ACTION** - Chris Costa to get with Christy Jones about the COMMS email
 - **ACTION** – Chris Costa to get Twitter up and running
 - **ACTION** – Chris Costa get the forms on the website easier to find (Secretary updating forms and will send to Costa)
 - **ACTION** – Chris Costa to remove the Facebook Live from the website.
- Special Projects – Open
 - Paige David and Chris Costa to oversee the Spring Book. They will coordinate a special projects committee for this.
- Team Liaison –Andy Brown
 - Nomination of new Team Liaison Director / vote - Paige David made motion for Andy Brown to step into the Team Liaison Director role and bring to a vote. Stacey Ford seconded. Brought Andy Brown for Team Liaison Director to a vote. All in favor, none opposed. Andy Brown is the new CHS ABC Team Liaison Director.
- Parliamentarian – Stefanie Murray (absent)
 - No report

6. Open floor

- Coach Voss brought up spirit wear and a sports uniform store. Recommended that Athletic Booster club keep items on stock that sell.
 - **ACTION** – Paige David to set up a special meeting on spirit wear with our Spirit wear Director.
- Kim Sarafidis brought up the need for bench warmers that can be used by other sports as well. Soccer would like to buy one and then ask Athletic Booster Club to buy a second one. Coach Sports provided his feedback on this and the value it would add. Paige David asked soccer to please provide a plan moving forward with the banner company and the investment.
 - Paige David brought to floor about CHSABC to pay for 50% of each bench

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cover. The total of the bench cover is \$2,327 for a total of \$4,654 for CHSABCs part. Stacey Ford motioned to approve, and Andy Brown seconded.

- Paige David asked that the Executive Board evaluate the \$10 amount for banquet in our Jan meeting.
 - **ACTION** – Tonya Brown to add to Jan Executive Board meeting about the \$10 banquet amount.

7. Adjournment

- Motion to adjourn meeting by Paige David. Kim Sarafidis seconded. Meeting adjourned at 8:20pm.

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PREVIOUS MONTH'S ACTIONS:

Paige David:

- **ACTION:** Paige David mentioned she would speak with Treasurer about Team Fundraising vs Donation Perimeters. Ref to Page 14 on bylaws. **In Progress**
- **ACTION:** Paige David will put the 11 copies of the programs aside for parents/sponsors that have not gotten their program. **COMPLETE**
- **ACTION:** Paige David to reach out to Jessica with Outlaw Fit Camp regarding sponsorship. **Not Complete**

Teresa Hiner:

- **ACTION** – Teresa Hiner to put together a spreadsheet of volunteer hours. **In Progress**
- **ACTION:** Teresa Hiner to reach out to Sodexo on invoices

Tonya Brown:

- **ACTION** – Tonya Brown to make a spreadsheet google doc to include our usernames and password to reside in our google drive for the main email **COMPLETE**
- **ACTION:** Tonya Brown to add annual subscription for website is July 1st to agenda after first of year. **COMPLETE**

Kizzy Sapp:

- **ACTION:** Kizzy Sapp to send Paige David an email with the inventory information for athletic wear. **COMPLETE**
- **ACTION:** Kizzy Sapp to push senior ads for Spring Sports. They are due Nov 28th. An email to Team Liaisons should go out.

Stacey Ford:

- **ACTION:** Stacey Ford to update the booster calendar with Girls' Soccer Parent meeting date
- **ACTION:** Will do a year-end total comparison to add to the general ledger.

Chris Costa:

- **ACTION:** Chris Costa to get Instagram and Twitter accounts active. Provide Secretary with log in credentials.
- **ACTION:** Chris Costa to put the reimbursement form and banquet request on the website.
- **ACTION:** Chris Costa – please push senior ad details on insta, twitter and Facebook **COMPLETE**

Next Meeting Date

January 9th, 2023,

Location –

CHS Fieldhouse

Time -

Executive Board @ 6:30pm / General Booster Meeting @ 7pm