



Central Bucks West Football

Parent Club BOARD Meeting Minutes

Virtual Meeting via ZOOM

April 8, 2020

Start: 7:05 PM

Adjourned: 8:21 PM

1. BOARD MEMBERS PRESENT (Virtual)

1. Bonnie Kuller, Senior Rep
2. Jen McGuire, Junior Rep
3. Vanessa Riggi-Cimino, Junior Rep
4. Steph Charran, Sophomore Rep
5. Jen Estes, Sophomore Rep
6. Shannon Catterall, Freshman Rep
7. Kelly Morris, Treasurer
8. Sara Vessichelli, Secretary
9. Rob Rowan, Head Coach

2. RECAP of March Minutes 3/3/2020

- a. March Minutes - Nothing new to add
- b. Mandatory Meeting Rescheduling – on hold until April 30th or when there is a better indication if schools will open back up this year. Possibility of future virtual meeting or hold off until we can have a live meeting. Ideas for communication to parents – email to parents to recap everything that is important for them to be aware of. Will be sent out via Remind. Parents Club to create a data base to send out a message to get the parents to register players for the season. Create a PDF with bullet points for parents to register players to send via Remind.
- c. Player Registration is LIVE - reminder should be sent out (see above – will send via Remind). Add information about TEAM Store and Gold Card sales. Should be sent in all in one email to go out. Send via PDF to avoid max characters.
- d. REMIND MESSAGE TO PARENTS
 - We are still planning for when we come back
 - Update on what we have been doing
 - Player registration
 - Volunteer options
 - Message of hope
 - Settled into a virtual routine

- e. Weekly or BiWeekly emails via Remind with attachment to Parents
 - i. Player registration
 - ii. Team Store will go live
 - iii. Gold Card Fundraiser

3. ACCOUNTING ITEMS

- a. Kelly Morris, Treasurer
 - i. Discussed surplus money from last season
 - ii. \$350 from C & C donation
 - iii. Form B – Kelly to scan and email for Bonnie
 - iv. Accountant has tax return – additional expense to come out soon

4. FUNDRAISING

- a. Gold Cards/Gold Rush – SOCIAL MEDIAL & WORD OF MOUTH
 - i. Plastic Cards .53 each with key tag = \$60. Cost will be \$855.00 for 1,500 cards
 - ii. Ordered 1,500 - \$855 for the Gold Cards
 - Flash Sale in 2 weeks
 - \$10 per card
 - Posted on Facebook and Website
 - Parent Club Instagram page created @cbwestfootballparentsclub
 - Can purchase through website (internet sales and word of mouth)
 - Timing of Gold Card sales (try to coincide with “good news”)

- Suggested roll out of April 30th – accept payments via Square
 - Idea suggested - partnering with one of the local businesses that are on the card to sell Gold Cards with curb side orders through the businesses
 - Idea suggested - purchase a Gold Card for an Essential Worker
- b. Chipotle Fundraiser – date for April 14, 2020 5pm-9pm POSTPONED
- i. Unable to reschedule until after May 1st as of now. Could be longer. Chipotle to contact us when a date is available.
- c. Wawa Sales (hoagie coupons) – POSTPONED
- d. Bag Bingo Fundraiser - POSTPONED from May 9th
- i. Venue will hold a spot for us until June/July date of our choice
 - ii. Raffle Baskets – ON HOLD
- e. Drive for Your School - Need to discuss other possible dates/ days
- i. Suggestion to hold on a Thursday
 - ii. ON HOLD until dates can be discussed
 - iii. We do not want to do Friday and they do not want to do Saturday
 - iv. Encourage teachers/staff to come out after school lets to do a test drive
 - v. Take a look at the soccer schedule and possibly time it with one of their games

5. COMMITTEE CHAIRS

- a. Chairs needed - PULL FROM REGISTRATION
- i. Website design/updating
 - ii. Jen McGuire to oversee. A second person is still needed.

iii. Gameday Program Committee

- 1) Kelly Fileppo is a yes. Co-chair still needed.
- 2) A separate committee meeting will be needed
- 3) There is a form on the website to use for soliciting to purchase ads. Parent Club laptop has a spreadsheet with contact information from previous years.
- 4) Bonnie to reach out to the former chair Kelly Tracey to obtain information from her
- 5) UNKNOWN START DATE

iv. Youth Camp June 22-26th need a Board Member for this committee

- 1) Parent Kim Bradley and board member Shannon Catterall to run this committee

v. Parent Jerseys and Yard Signs

- 1) Kelly Morris (board member) to oversee this committee. Brenda Mancini will run this committee. Jen McGuire to reach out to Brenda to go over logistics.

vi. Senior Hosted Dinners

- 1) Teasha McClarin?

6. COMMITTEE MEMBERS:

- a. Fundraising - Designer Bag BINGO Drive 4 Your school, etc. TABLE
 - o Pull from registration
- b. Pregame Meals – Fridays.
 - o Jen McGuire to oversee and has volunteers that are interested in helping with this committee. To be held in the Team Room. No need to reserve a space at West.
- c. Senior Night

- Need to form a committee.
- Jen McGuire and Vanessa to chair (current Junior Reps).
- d. Game day apparel and program sales
 - Courtney Taylor, Diana Doherty, Julie Whalen, Teasha McClarin

7. APPARREL

- a. Pride Pack- Logo and order/delivery date
 - i. Need to move forward with Internet sale. Senior players to vote on items.
- b. Player Team Store - Opening date
 - i. Store will be open for 2 or 3 weeks and then 2-3 weeks for delivery
 - ii. Launch Date: TO BE DETERMINED (when school opens)
 - iii. Kurt is working on the team store.
 - iv. Discussed options for compression top if Kurt cannot find an acceptable choice
 - 1) \$27 per shirt - Nike Compression top with logo on chest and back
 - 2) Brand: Elevation Sports
- c. Coach's Wish List for Staff – ON HOLD

8. ADDITIONAL ITEMS

- a. All schedules (Varsity, JV and Freshman) are available on cbwathletics.com
- b. Special Nights – not discussed
- c. Sept 4th - Youth night
- d. Oct 2nd - Veteran's night

- e. Oct 9th - Hall of Fame Night
- f. Oct. 27th – Travis Manion Run (boys to volunteer at event)
- g. Oct 30th - Senior Night
- h. Need Homecoming date from Henry - Possibly Oct 23rd
- i. Dates West Facilities need to be reserved – TBD
- j. Thursday Night Dinners (reserve cafeteria as back up for weather) - 5:30pm - 7pm
- k. Pregame Meals will be in the team room
- l. Sports Engine reached out to us to see if we needed any assistance. Bonnie to schedule a call.

9. Co-Freshman President – vacant board position

- a. Shannon will reach out to some parents

10. NEXT BOARD MEETING: Tuesday, May 5th at 7pm via ZOOM Meeting

Prepared by

Sara Vessichelli

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Secretary