



CPWA Board Meeting Minutes March 19, 2014

Attendees: Alicia, Chuck, Van, April, Tory, Christy, Curtis, Veronica, Felicia, Tommy, Billy Ray, Teresa, Tim & Jennifer, John Fox
Jill Stauffer, Jaimee Cappelletti, Kimberly Marin

Meeting began: 7:08pm

1. **Approval of Minutes:** Approved from Feb meeting
2. **Open Board Positions:**
 - a. Assistant Concessions: Jenn Robbins-approved
Assistant Fundraising: Tim Robbins-approved
 - b. No open Board positions
3. **Report from Treasurer:** \$2750 (equipment) balance: \$3,851.26
Tax exempt status reinstated!!!!!!
501c3 file a 990-n news from CFF
4. **Report from Football:**
 - a. Scholastic event week before last: Mack Truck in 5th grade speech (Mid South facebook page-whole speech you tube, Steve Logan-sports athletics and education) CFF/MidSouth Represented nicely-3 going to Nationals (NR, Garner)
 - b. New Gate fees will be \$4 and \$2; refs fees will go from \$40 to \$45;
 - c. National Sponsors: Minute Clinic, will come out to Association and perform physicals onsite.
 - d. Fuquay Varina wants into CFF FVAA was fallout—Associations will talk about and vote at next CFF meeting. We vote now and April & Van will take our vote to CFF. Boundaries will be looked at very hard. Some say our boundaries are going to be infringed. Said that FVAA already has a pool of 110+ kids. FVAA is no longer it dissolved.
Approved Fuquay to enter league.
 - f. There are helmets we never used, reconditioning occurs every other year. Contact Schutt rep and will come out and re sticker them.
Equipment fitting: Heads-Up to fit helmet and pads recommended videos to be safe
 - g. Changes to Rules: Van to save rule changes for coaches
 - h. Coaches that are switching associations and actively recruiting will not be accepted. Policing it by emails; will make them sit out for year or more

i. CPWA Coaching Applications as of today: 9 candidates: 2 TM, 3 MM, 1 JPW, 2 PW, 1 JM Interviews will be next week with Van and panel. Together they will make decisions and bring to Board (some discussion as to necessity of bringing back decision to board and reason stated is that the whole board has the ability to be knowledgeable about all the decisions made.)

5. **Report from Cheer:**

- a. Changing schedule for Nationals for televising more teams
- b. Rule Changes: save for coaches
- c. Team Moms/Dads are no longer on roster for competition
- d. Nothing in rule book that states you can't meet with your teams, can meet with players as long as you don't call it Pop Warner
- e. Does insurance run 12 months? Camps need application for approval and can't call it a Rams event as Association; waivers or someone who has own insurance or facility.
- f. (*applies to football as well*) Rule Book (pg 19) in our SOP evaluate your players, "assess" for safety. Rankings need to match assessments; Ratings-talking about it, asking more questions, trying to put something together. Chuck said talk to other commissioners since they're in control of their coaches.

6. **Fundraising plan:**

- a. Toshia's working on it. Stick to last year; add to it for post-season.
- b. Felicia asks for a "planning meeting" for post-season, we need to talk where the money is supposed to go and who can stay back and work the money.
- c. "Fall Program" book idea for Home Games; Tory states it's expensive. Next meeting we will have plan or have her email it out. Timmy is willing to help.
- d. April: Could we do a fundraiser as Pop Warner and money can go to any teams? Alicia: Parents will want to raise money and get credit for it.

7. **March 22nd Sign-Ups:**

- a. Walk-In Volunteers: Felicia, Tory, Veronica, Jen, April, Van/Christy intermittent
- b. Jaimee said that Julie said if it says 2013 we can't use them. Tory said talk to Alicia.
- c. Link on website for payment is for payment only and not for forms. Tory and Alicia: Will remove link tonight on website.
- d. Review of Registration forms: highlighting required information
- e. Jaimee states you cannot put their medical information down without their knowledge. If they don't have it, wouldn't you have to have them provide it. Jaimee said it's going to be an issue. Veronica said that Jaimee states it's for medical purposes and Alicia is using it for paperwork purpose. Jenn states we will call the person if they don't have the info. Alicia: Operating procedures according to National Rules. Information is not used by medical facility. If disagree with rules, need to talk to CFF and up.

f. \$165 Reg; \$15 per sibling; \$50 free/reduced deduction JoCo; 1st payment is taken out day of and consecutive payments taken out 15th. Fee of \$6.50 one time for LeagueOne. Says it there on LeagueOne. Tory asking bank for checks paid in December.

8. **SOP**

SOP is being tabled for next meeting.

9. **Open Floor**

a. Uniforms still out: 23 Football 22 Cheer 9 Helmets (better next year with this. Suggestion made for coaches to be responsible considering they are only responsible for their team. Talk of tracking system.)

b. Keys to building are made by special locksmith. Have keys to office.

c. Jaimee corporate sponsor wants to know when we will get yearbook and wants his money back; wants to be on website and he wants follow through according to sponsorship form. Alicia says his ad will be put on website, he will get yearbook and t-shirt on Saturday, and will receive his \$200 refund.

d. When will Calendar winners receive their reimbursement for pre-fundraising? Alicia said we can adjourn and speak of this after meeting.

e. Email communication is spotty. Tory said it's being taken care of.

f. Rollover close tonight.

g. Need to update website, sponsor page, others.

Next Meeting: April 16th: if you can't make it

Meeting adjourned: 8:23pm

Cleveland Pop Warner Budget

	Projected	YTD	Difference		Jan	Feb
INCOME						
2012 Carry-Over	310.00	310.00	0.00		3144.90	
Football Registration	25861.00	3487.00	(22374.00)		3122.00	365.00
Online Football			0.00			
Cheer Registration	15213.00	1304.00	(13909.00)		1254.00	50.00
Online Cheer	0.00	0.00	0.00			
Required Fundraising	28000.00	108.00	(27892.00)		8.00	100.00
Merchandise/Concessions	7500.00	12.00	(7488.00)			12.00
Other Fundraising	5000.00	0.00	(5000.00)			
Game Day	6000.00	0.00	(6000.00)			
Pep Rally	500.00		(500.00)			
Misc.		60.00	60.00			80.00
Bowl Game	5000.00	0.00	(5000.00)			
		0.00	0.00			
		0.00	0.00			
		0.00	0.00			
		0.00	0.00			
		0.00	0.00			
Income totals	93384.00	5281.00	(88103.00)		7528.90	607.00

EXPENSES

Football

				Jan	Feb
Jerseys	10800.00	0.00	(10800.00)	60.00	
Pants	2500.00	0.00	(2500.00)	13.88	
Reconditioned Helmets	3450.00	0.00	(3450.00)	19.16	
Coaches Shirts	400.00	0.00	(400.00)	2.22	
Practice Equipment	3000.00	0.00	(3000.00)	11.11	
Spirit Packs (T-shirts)	1500.00	0.00	(1500.00)	8.33	
Game Socks	1500.00	0.00	(1500.00)	8.33	
Football Misc.	2000.00	0.00	(2000.00)	11.11	
Lights	5500.00	0.00	(5500.00)	30.55	
Insurance	2700.00	0.00	(2700.00)	15.00	
		0.00	0.00		
Football Totals	33350.00	0.00	(33350.00)	179.69	0.00

Cheer

				Jan	Feb
Uniforms	2500.00	0.00	(2500.00)	30.00	
Music	1600.00	0.00	(1600.00)	16.00	
Indoor Practice Space	4000.00	0.00	(4000.00)	40.00	
Cheer Mats	3500.00	0.00	(3500.00)	35.00	
Comp. Fees	500.00	0.00	(500.00)	5.00	
Cheer Accessories	5000.00	0.00	(5000.00)	50.00	
Cheer gifts Locals	1000.00	0.00	(1000.00)	10.00	
Cheer Misc.	1000.00	0.00	(1000.00)	10.00	
Cheer Pink (Bow & Socks)	1300.00	0.00	(1300.00)	13.00	

Insurance	600.00	0.00	(600.00)	6.00		
Cheer totals	21000.00	0.00	(21000.00)	215.00	0.00	0.00

CPW Expenses

				Jan	Feb	
Flyers/advertising	1300.00	451.58	(848.42)	4.64	451.58	
Water Bill	550.00	0.00	(550.00)	1.96		
Mail Box Dues	138.00	138.00	0.00	0.49		
Referees	3200.00	0.00	(3200.00)	11.42		
Port-a-pots	550.00	0.00	(550.00)	1.96		
Trash	150.00	0.00	(150.00)	0.53		
CFF Dues	1200.00	0.00	(1200.00)	4.28		
Home Field Fee	500.00	0.00	(500.00)	1.78		
Coaches Fee	1200.00	0.00	(1200.00)	4.28		
Taxes	1000.00	0.00	(1000.00)			
Pep Rally	1000.00	0.00	(1000.00)	2.80		
CPW Homecoming	1000.00		(1000.00)	2.80		
End of year celebration	5000.00	0.00	(5000.00)	17.85		
Office Supplies	1000.00	63.36	(936.64)	3.57		
Post season Bowl games	1000.00	0.00	(1000.00)	3.57		
Bowl Game	3000.00	0.00	(3000.00)	10.71		
Coaches Certifications	1000.00	0.00	(1000.00)	3.57		
		0.00	0.00			
totals	22788.00	652.94	(22135.06)	76.21	0.00	451.58

CPW Misc. Expenses

				Jan	Feb	
Strawberry Festival Fee	150.00	150.00	0.00	0.53		
Calendar winners	1250.00	0.00	(1250.00)	4.46		
Website	1200.00	97.00	(1103.00)	4.28		
Background checks	220.00	0.00	(220.00)	0.78		
Field Maintenance	1000.00	0.00	(1000.00)	3.57		
Concessions/Merchandise	3000.00	0.00	(3000.00)	10.71		
Discovery Card	240.00	39.80	(200.20)	0.85		
Free/Reduced Lunch	2500.00	0.00	(2500.00)	8.92		
Rollover Discount 15%	2475.00	767.00	(1708.00)	8.83	767.00	
Rollover Discount 20%	3300.00	858.00	(2442.00)	11.78	858.00	
Pop Warner Patches	450.00	0.00	(450.00)	1.60		
office maintenance	600.00	490.00		2.14		
		0.00	0.00			
totals	10610.00	776.80	(9723.20)	58.45	0.00	0.00

	Projected	YTD		Jan	Feb
Total expenses	87748.00	1429.74	(86318.26)	0.00	451.58
Total Income	93384.00	5281.00	(88103.00)	7528.90	155.42
Balance Of Funds	5636.00	3851.26			