



Central Bucks West Football

Parent Club BOARD Meeting Minutes Virtual Meeting via ZOOM May 5, 2020

Start: 7:17 PM

Adjourned: 8:53 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 April Minutes

- Recap of April Minutes 4.8.2020. Nothing to discuss.

FLOWERS FOR MS. DUDO

Voted on Flowers for Ms. Dudo (via text) on 4/27/2020.

BOARD VOTE: All in favor of sending flowers for passing of Ms. Dudo:

Bonnie Kuller	Senior Rep	yes
Vanessa Riggi-Cimino	Junior Rep	yes
Jen McGuire	Junior Rep	yes
Steph Charran	Sophomore Rep	yes
Jen Estes	Sophomore Rep	yes
Shannon Catterall	Freshman Rep	yes
Kelly Morris	Treasurer	yes
Sara Vessichelli	Secretary	yes
Rob Rowan	Head Coach	yes

PAY FOR SPRING CBSD COACHES

Voted (via text) on 4/27/2020 to support the Spring sport teams coaches to encourage the School board that they should receive pay due to the pandemic.

BOARD VOTE: All in favor of supporting this decision:

Bonnie Kuller	Senior Rep	yes
Vanessa Riggi-Cimino	Junior Rep	yes
Jen McGuire	Junior Rep	yes
Steph Charran	Sophomore Rep	yes
Jen Estes	Sophomore Rep	yes
Shannon Catterall	Freshman Rep	yes
Kelly Morris	Treasurer	yes
Sara Vessichelli	Secretary	yes
Rob Rowan	Head Coach	yes

3. MANDATORY MEETING

- A. Coach needs more information before holding this meeting in the next few weeks. Will find out in the next 2 weeks if youth camp will take place. That could determine next steps for the meeting.
- B. Frequent email communications should be sent out to parents. A date will be communicated by Coach Rowan as soon as he is able.
- C. If Coach receives any positive news on May 15th we will schedule a Board meeting via ZOOM prior to the next board meeting.

4. REGISTRATION

- A. Player Registration is LIVE – Remind reminder should be sent out
 - 1) Weekly or BiWeekly emails/ remind with attachment to Parents
 - 2) Player registration – Coach Rowan to send out a Remind to parents.

5. TEAM STORE

- A. Team Store going LIVE
 - 1) Kurt from Newtown Printing should have information today or tomorrow.
 - 2) Photos of pride pack items were shared during the board meeting.
 - 3) Jen McGuire is still pricing speed top with 2 vendors.
 - 4) Asked Kurt to be ready to go live Friday or Monday.
 - 5) Team Store will be opened for 2 weeks.
 - a. Production to take 2-3 weeks.

- 6) Orders are individually bagged.
- 7) We will need to discuss contactless orders, which will take place most likely in the beginning of June.

6. GOLD RUSH

A. Gold Card Fundraiser

- 1) Cards have arrived.
- 2) They are water proof.
- 3) 1600 cards available.
- 4) Includes a keycard.
- 5) A few have already been sold.
- 6) Cards can be mailed, drop in mailbox, etc.
- 7) Last years cards have expired.
- 8) Marketing through social media and email.
- 9) Cards will be sold through the square.
- 10) Coach will put together something to email and text out. To be sent to parents/players to sell.
- 11) Place at the top of the West Football website.
- 12) Next Friday to start marketing the cards - Date: May 15th.
- 13) Recommendation to sell 20 cards per family.
- 14) Will be communicated in Remind email from the Coach to the parents.
- 15) There will be a central location TBD to pick up Gold Cards.
- 16) 4 – 6 pm pick up Tuesday and Wednesday 13th and 14th.
- 17) Board members to email cbwestfootballparentsclub@gmail.com with your availability to hand out Gold Cards.
- 18) Drive up at stadium ticket booth (McFarlane Lane).
- 19) 20 cards per player to be distributed.
- 20) Bonnie to count and put into ziplock bags. Will be tagged with players name. There will be a check off list as players received their packs of 20 cards.

7. COORDINATING WITH CHEER

- A. Cheer contact is Wendy DiAngelo and Stacy Comes. Share with them upcoming dates for special events/drive
- B. Request to advertise Cheer mum sale in September.
- C. They asked if we could advertise earlier for their mum sale this year.
- D. Programs – they would like to get cheer parents involved in purchasing ads for their children. We are still waiting on confirmation for Homecoming date.

8. ACCOUNTING ITEMS

- A. Kelly Morris, Treasurer

- 1) Accountant charged a fee this year of \$730. Discussion to find a new accountant with better rates. He has been doing the taxes for many years. There may be a player parent who is a CPA. Stephanie said the Home and School she is involved with charges \$250 and will see if he is willing to do it for our organization.
- 2) \$350 from C & C (donation)

9. FUNDRAISING

- A. Gold Card – discussed earlier
- B. Chipotle Fundraiser
 - 1) Scheduled for **May 27, 2020** 5pm-9pm
 - 2) Let's sell Gold cards at this event.
 - 3) Share a fundraising flyer (to come out tomorrow).
 - 4) Flyers will be added to the website.
- C. Wawa Sales ON HOLD
- D. Bag Bingo ON HOLD

10. COMMITTEE CHAIRS

- A. Gameday Program Committee
 - 1) Kelly Fileppo is a yes
 - 2) We need a co-chair
 - 3) Received an email from Nancy via Jocelyn about passing the information onto Kelly. Bonnie asked that not be done until the week of May 8th and Kelly is in agreement with that transition time.
 - 4) We have a sponsor for the program.
 - 5) We need a copy of donation letter.
 - a. Letter is on the website.
 - 6) First step is to reach out to businesses.
 - a. Include Football, Cheer and Band.
 - 7) Deadline to run ads? June 15th was deadline last year.
 - 8) Include in Remind to parents.
 - 9) Discussion to extend the deadlines for this season.
 - 10) Information emailed to Coach Rowan to include in the parent email.
 - 11) Allow parents to make payments for program flyer ads.
 - 12) There will be a Friends and Family Program ad and a Business Program Ad.
 - 13) Jen McGuire to work on getting those up and running.
- B. Youth Camp June 22 – 26th ON HOLD

11. APPARREL

- A. Pride Pack- discussed earlier
- B. Coach's Wish List for Staff ON HOLD
- C. Kampus Klothes fundraiser with a message of hope.
 - 1) GO BUCKS or BUCKS STRONG shirt.
 - 2) \$10 profit made from every item sold.
- D. GO BUCKS masks suggested
 - 3) Ask Kampus Klothes about this option.

12. ADDITIONAL ITEMS

- A. No additional items to discuss.

13. NEXT BOARD MEETING: Wednesday, June 3rd 7pm either in person or virtual TBD

Prepared by

Sara Vessichelli

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Secretary