

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

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
- Teresa Hiner
- Stacey Ford
- Mike Sports
- Andy Brown
- Chris Costa

Executive Board Meeting Minutes:

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

- President Paige David called the meeting to order at 6:36PM
- Roll call conducted of the Executive Board. All Executive Board was present.

2. Executive Business

- Bylaw Status
 - Adjusted the bylaws on Section 9 regarding fundraising. CHSABC will send out to general public before next meeting to review.
 - **ACTION** – Tonya Brown to send bylaws to Chris Costa for distribution to general public for review before next meeting.
- Team Fundraising vs Donation amounts – Put to vote
 - Executive Board discussed. Communications from the sports has been spotty in this area and booster is finding out after the fact. To get a handle on this, the Executive Board put to a vote that if sports get the fundraiser pre-approved, then the boosters will only receive 10% of profit. If it is not pre-approved, then the boosters will get 20% of profit.
 - **ACTION** -Tonya Brown to update the bylaw and add a fundraising approval form to the addendum section.
- Banquet fees
 - Teresa Hiner made a motion to changing banquet fees from \$10 to \$13 to coincide with inflation. Paige David seconded the motion. The motion unanimously passed.
- Annual Subscription for Website is July 1st
 - Executive Board decided to reconvene this topic for April meeting.
 - **ACTION** – Tonya Brown to add Annual Subscription for Website effective July 1st to the March or April meeting agenda.
 - Paige David made a motion to keep sports engine for the website but find another platform for memberships and pilot it alongside Sports Engine for the coming year. This was seconded by Teresa. Executive Board

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

unanimously approved.

- **ACTION** – Chris Costa to find a platform that we can use for membership sign ups that will communicate with Sports Engine platform.
- Sign up Genius Open/Closer
 - This was discussed.
- Meeting minute status
 - Executive Board plans to meet prior to the next Booster Meeting to discuss topics that are time consuming such as bylaws, future positions, membership, etc.
 - **ACTION** – Teresa Hiner to send out a meeting calendar appointment.

3. Meeting Adjourned –

- Paige David adjourned the meeting at 7:02PM

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

General Membership Meeting Minutes:

General Board Meeting Attendees:

- Paige David, Soccer, Football, Pwriftng
- Stacey Ford, Football, Powerlifting
- Teresa Hiner, Baseball
- Tonya Brown, Softball
- Andy Brown, Softball
- Chris Costa, Softball
- Cynthia Flannery, Baseball
- Stefanie Murray, Basketball
- Teresa Ouimete, Basketball
- Leah Whorton, Baseball
- Jamie York, Cheer
- Jeff Lillard, Soccer
- Kim Sarafidis, Soccer
- Coach Sports

1. Call to Order

- Meeting called to order by the Parliamentarian at 7:02PM

2. Old Business:

- Bylaw Vote –Will happen in Feb – stand by for email
- Spring Sports Program – Deadline for submissions is 30Jan23
 - \$50 Half Page; \$75 Full – Venmo preferred payment option
 - Goal is to have spring programs ready to be delivered the week prior to Spring Break.
 - Discussion occurred about the importance of sponsorship and where you can find them on our website. Our sponsorships help pay for these programs and it allows us to provide them free of charge.
 - It was discussed that some sports like baseball does not do team photos until late spring. In those cases the team can submit a compilation of photos, so we make a collage for their page in the spring book. Perhaps they can spot light seniors.
 - **ACTION** – Teresa Hiner offered to work with Baseball Liaisons on getting a sports collage turned in for baseball.
 - **ACTION** – Andy Brown to ask Team Liaisons to get the coach sports bio and photo in by 1/30.

3. New Business

- Update on open action items (see below)
- Parent Meeting Dates
 - Upcoming:
 - Cheer – Jan 26th @6pm in Library
 - **ACTION** – Cynthia Flannery to add this date to the GroupMe calendar.
 - Baseball – Jan 10th @ 6pm in the Field House
 - Softball – Jan 12th @6:30 in CHS Library
 - The following have not provided dates yet:
 - Tennis

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

4. Officer updates

- President – Paige David, Present
 - Paige David brought up our SignUp genius and the difficulty of having to wade through the past dates.
 - **ACTION** – Stacey Ford to upgrade Sign up genius
- Vice President – Teresa Hiner, Present
 - Scholarship Application flyers need to go out. Due first week in April.
 - **ACTION** – Teresa Hiner to update the flyer on this and provide to Andy Brown to send out to Team Liaisons
 - a. **ACTION** – Andy Brown to send scholarship flyer out to Team Liaisons
 - **ACTION** – Tonya Brown to add agenda item to next Executive Board Meeting to assign the scholarship committee members.
 - **ACTION** – Coach Sports to provide Boosters with the date of the Award Night.
- Secretary Report – Tonya Brown, Present
 - Paige David made a motion to approve last month's meeting minutes. Stacey Ford seconded. It was unanimously approved by the general population.
- Treasurer Report – Stacey Ford, Present
 - Stacey Ford presented budget. Members asked where they could see previous budget reports. They were advised that any request to see previous budgets could be made to kellercentralabc@gmail.com or directly to the treasurer at treasurerchsabc@gmail.com
 - Paige David made a motion to approve this month's treasurer report. Andy Brown seconded. It was unanimously approved by the general population.

5. Director Updates

- Membership – Cynthia Flannery, Present
 - We have 164 members, 159 unique memberships
 - Members / % of Members by Sport
 - Baseball= 23 (Rosters are not updated)
 - Basketball= 21/20%
 - Cross Country= 5/12%
 - Track and Field= 7/8%
 - Football= 33/21%
 - Weight Lifting= 6/46%
 - Golf= 3/25%
 - Cheerleading= 9/25%
 - Swimming/Diving= 12/24%
 - Soccer= 30/29%
 - Wrestling= 9/17%
 - Softball= 19 (Rosters not updated)
 - Volleyball= 24/43%
 - **ACTION** – Cynthia Flannery to provide Tonya Brown with the Membership numbers.
 - **ACTION** – Cynthia Flannery to send Andy Brown the spreadsheet for

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

membership broken out by sport so he can share with team liaisons.

- **ACTION** – Andy Brown to provide Team Liaisons with membership list so they are aware of who in their sport is a booster member and to help promote membership.
- Concessions – Committee
 - We have had a rash of no shows lately at basketball concessions. It is important to maintain our commitments. It is understandable that life happens, but we must communicate and not no show. Member, Teresa Ouimete shared her experience in the past regarding concessions. She stayed after to speak with the President and Vice President as well as Coach Sports. They educated her on the process and how concessions work.
 - **ACTION** – Andy Brown to send an email to Team Liaisons to remind them to please remind parents that if they sign up for concessions to please not no show.
- Spirit Wear – Kizzy Sapp, Absent
 - No update
- Communications – Chris Costa, Present
 - Twitter is up and running. He is working on tying the Facebook account to Instagram.
 - **ACTION** – Chris Costa to get Facebook and Instagram Accounts set up and functioning.
- Special Projects – Open
 - Discussed above regarding the Spring Program.
- Team Liaison – Andy Brown, Present
 - Requested Liaisons to provide us with team picture dates, rosters, schedules.
 - Softball – all info received
 - Baseball – received schedule – need rosters and team photo date.
 - Soccer – received schedules and rosters and photos for boys. Need girls info,
 - Track (boys/girls) – waiting on info
 - Powerlifting – have schedule, waiting on picture date, and roster
 - Golf – They don't take photos, received schedule and roster
 - Swim/Dive – waiting on info
 - Tennis – all info received
- Parliamentarian – Stefanie Murray, Present
 - No update.

6. Open floor

- Jamie York with Cheer asked if they could add booster membership into their fees. Paige David said if we did that the parents would still have to go register on the CHSABC website.
 - **ACTION** – Prior to cheer meeting - Chris Costa to provide a membership promo code for membership – where the parents register – but do not pay

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

dues since it is rolled into their fees.

- Teresa Ouimete mentioned how she donated the T-Mobile iPad to Boosters last year. She advised that the service was to be disconnected in 2 weeks and advised the board that they would need to set up their own service.
 - **ACTION** – Paige David to set up service for iPads.

7. Adjournment

- Stefanie Murray adjourned the meeting at 7:53PM

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

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. **COMPLETE**
- **ACTION:** Paige David to reach out to Jessica with Outlaw Fit Camp regarding sponsorship. **In Progress**
- **ACTION** – Paige David set up a Programs Committee for Spring Program. **In Progress**
- **ACTION** – Paige David to load the Signup Genius soccer concession dates or give to Team Liaison Director to do this for Soccer. (This will pass to Andy Brown going forward) **COMPLETE**
- **ACTION** – Badges and Keys needed for concession. Paige David to follow up with Amy Manners to collect badge. **COMPLETE**
- **ACTION** – Paige David to coordinate with Kim Sarafidis on their possible vendor list for spirit wear outsourcing options. **In Progress**
- **ACTION** – Paige David to set up a special meeting on spirit wear with our Spirit wear Director regarding stock and meeting certain sports uniform items stocked. **In Progress**

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 **COMPLETE**

Tonya Brown:

- **ACTION** – Tonya Brown to work on formatting and readying the addendums for the bylaws. **COMPLETE**
- **ACTION** – Tonya Brown to add to Jan Executive Board meeting about the \$10 banquet amount. **COMPLETE**

Andy Brown:

- **ACTION** – Andy Brown to reach out to Coach Maher and Coach Sports to request the dates of the Spring Sports Team Photos **COMPLETE**
- **ACTION** – Andy Brown to follow up with sports team liaisons on how many punch cards are needed. **COMPLETE**

Kizzy Sapp:

- **ACTION** - Kizzy Sapp to provide inventory of new items added/delivered for Charger Preview Night

Cynthia Flannery:

- **ACTION** – Cynthia Flannery to set up calendar in Board GroupMe for Baseball and Softball parent meeting. **COMPLETE**
- **ACTION** – Paige David requested that Membership Director bring percentages per membership going forward. **COMPLETE**

Stacey Ford:

- **ACTION** – Stacey Ford to send monthly updates to main CHSABC email. Secretary will then turn around and mail it to the Coaches. **COMPLETE**

CHS Athletic Booster Club 2022-2023

Board/General Meeting Minutes – Jan 11, 2023

Central High School Athletic Booster Club 2022-2023
9450 Ray White Road, Fort Worth, Texas 76244

Chris Costa:

- **ACTION**- Chris Costa to get Instagram and Twitter accounts active. Provide Secretary with log in credentials. *In Progress*
- **ACTION** - Chris Costa to put the reimbursement form and banquet request on the website. *In Progress*
- **ACTION** - Chris Costa to solicit for volunteers to serve on Special Projects Committee for the Spring Program. *In Progress*
- **ACTION** - Chris Costa to get with Christy Jones about the COMMS email **COMPLETE**
- **ACTION** – Chris Costa to get Twitter up and running **COMPLETE**
- **ACTION** – Chris Costa get the forms on the website easier to find (Secretary updating and sending to Costa) *In Progress*
- **ACTION** – Chris Costa to remove the Facebook Live from the website. **COMPLETE**

Next Meeting Date

February 13, 2023

Location –

CHS Fieldhouse

Time -

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