



**NHSBFAA**  
**Minutes from Monday, April 9, 2018**  
**General Board Meeting**

<b>Date:</b>	Monday, April 9, 2018	<b>Location:</b>	HS Cafeteria
<b>Time:</b>	7:00 p.m.	<b>Meeting Type:</b>	General Membership
<b>Facilitator:</b>	Rick Thompson	<b>Minutes:</b>	Ann Little
<b>Attendees:</b>	Sign in sheet provided (attendees listed at bottom)		

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**Agenda Items:**

**1. Minutes of the previous meeting**

- a. Review of Minutes and any business arising from previous minutes  
Motion to approved.

**2. Reports**

- a. Treasurer's Report: Ken Hayman & Carole Sanders
  - i. Ken updated the monthly financial report and took questions.
    - 1. Questions included the following:
      - a. Cheerleading had questions about account balance. Ken will review the deposits and meet with reps for cheer.  
NOTE: Rick ended up meeting with cheer reps in late April. We discovered two deposits from August 2017 were assigned to the wrong account. These were corrected. Only thing missing is a reimbursement for an overpaid invoice (\$118).
      - b. Winter concessions will be moved to each sports account pending final approval from Board.
      - c. Charger Card funds were finalized and deposited into each sport/club account in April of 2018.
      - d. An accounting firm was hired to assist the treasurers and will be retained for the next several months in order to close out the school year with detailed and accurate reports for each sport and club.
- b. President's report: Continued progress on committees
  - i. Concessions committee:
  - ii. ECC request (need CTE groups or sports to run concessions during the fall). Dates are pending.
  - iii. ***NOTES: lengthy discussion on ECC and CTE Clubs working the concession stand on Fall Saturday's (TBD). There were several clubs or sports interested in running the concession stand. Notably: Cheerleading and Wrestling. The board moved to extend an offer to ECC and set up a meeting to decide the best possible way to approach the fall of 2018.***



**Meeting – TBD.** This meeting still has not taken place, but ECC met with Cameron to try to figure out a way to make this work for the fall of 2018. Rick suggests a meeting in the concession stand to fully explain all the nuances of the football concession stand during the fall.

- iv. Corporate sponsorship committee (sample provided). May 31 will be a corporate sponsor appreciation event at Carolina Brewery). More info needed.

c. Concessions Report:

- i. Concessions committee met in April to review ordering policies, plan for the upcoming year (2018-19) and make recommendations for clarity on everything from ordering food, depositing post-game funds, seasonal pay-outs and other areas. Another meeting will take place in June of 2018.
- ii. Note: the use of the concession stands by outside organizations such as ECC, Special Olympics, cheer, etc. needs to be clearly communicated to the board (prior to the event).

d. Alumni Report: no report

e. Fundraising report:

- i. Charger Cards – 2018 Charger Cards will be distributed in August for the 2018-19 calendar year. Final approval will take place at the May meeting. **The 2017-18 Charger Card generated over \$14,000 for Northwood High School.**
- ii. Spring Raffle – no spring raffle was initiated for the spring of 2018. There was a lack of interest by the spring sports.
- iii. Online by team (reaching our goal group) – Information about this sport or club web-based fundraising option was discussed. This is another platform for sports and liaisons to organize and generate funds for your team.
- iv. All sport-specific fundraising initiatives need to fill out the appropriate form for approval by the board. This just helps us understand each sport's fundraising plans and minimize any duplicate plans.
- v. 5k generated a total of \$1,500 to be divided equally between Track, Dance and Tennis. Check was mailed to PO Box on Friday, May 4, 2018. Once the check is received, the \$500 per team will be deposited into these 3 accounts.



**3. New Business** – any questions or general information should be emailed prior to the meetings.

- a. Wrestling will present to the board – need for new wrestling mat (May meeting).
- b. New lights were installed at the baseball field. The cost (approx. \$18,000 total) coming from 3 different entities: baseball booster fund, resource fund, athletics school account. This has been paid.
- c. Question about how the “resource fund” is used. The board explained that the resource fund is used for requests from clubs and sports for larger items that the county or school could not pay for. A complete presentation and explanation is needed prior to any of the resource funds being approved.
- d. Question on how “corporate sponsorships” are solicited and where the funds are allocated. The current goal of the booster club is to streamline the corporate sponsorship program into a healthier revenue stream. The funds would be deposited into the resource fund for future expenses. A percentage of the revenues will be deposited into the general athletic fund for costs associated with running the athletic department (i.e. buses, referees, etc.)

**4. Notices of Motions**

- a. For discussion at the next meeting – updated financial reports, itemized sport or club reports will be available for each team during the general board meetings.
- b. Fall Festival – planning committee needed for this event (to be held in Oct?).

**5. Next Meeting:** 7 p.m. – Executive Board meeting – Carolina Brewery.

**6. Meeting Closed** – ***Motion to Adjourn (motion to adjourn).***

**April 9, 2018 general board meeting attendees:**

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| 1. Rick Thompson, President                        | 11. Avis Bell – Concessions            |
| 2. Frances Grant – Webmaster (absent)              | 12. Regina Yeager – WBB, Track         |
| 3. Michelle Raustis – Secretary (absent)           | 13. Denise Cook – Girls soccer         |
| 4. Carole Sanders – Treasurer                      | 14. Alisha McFadden – Dance            |
| 5. Ken Hayman – Treasurer (absent)                 | 15. Kisha Harrington – Football, track |
| 6. Ann Little – VP (absent)                        | 16. Jane Pendergrast – FBLA            |
| 7. Jennifer Davis – Wrestling                      | 17. Amy Bruso – women’s basketball     |
| 8. Tammy Ertl – Cheer                              | 18. Jerry Montoya – football           |
| 9. Sherri Stubbs – Cheer, wrestling, FFA, Lacrosse | 19. Harrington – football              |
| 10. Cliff Davis – Wrestling                        | 20. Gory – football                    |