NHSBFAA Executive Meeting Agenda: 5/10/21, 7:00 PM

Zoom Link: <https://us02web.zoom.us/j/82864702214?pwd=WWVTdk0xZkptVSs3eUFGTEpjc014Zz09>

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Executive Officers | | |  | |  | |  | |  | |  | |  | |  | |
| **Present** | **Not Present** | **Member** | |  | | **Position** | | **NHS BFAA Voting Member** | | **NHS BFAA Elected or Appointed Position** | | **NHS BFAA Term Length** | | **Individual Term Length** | |
|  |  | George Gilson Jr. | |  | | President | | Yes | | Elected | | 1yr\* | | 2/17/2020 to 7/31/2021 | |
|  |  | Chad Haddix | |  | | Vice-President | | Yes | | Elected | | 2yr | | 2/17/2020 to 7/31/2022 | |
|  |  | Mandy Forbes | |  | | Treasury (1) | | Yes | | Elected | | 2yr | | 5/1/2019 to 7/31/2021 | |
|  |  | Johnny Hill | |  | | Treasury (2) | | Yes | | Elected | | 2yr | | 5/1/2019 to 7/31/2021 | |
|  |  | Anne Addabbo | |  | | Secretary | | Yes | | Elected | | 1yr\* | | 2/17/2020 to 7/31/2021 | |
|  |  |  | |  | |  | |  | |  | |  | |  | |
| Directors | | |  | |  | |  | |  | |  | |  | |  | |
| **Present** | **Not Present** | **Member** | |  | | **Position** | | **NHS BFAA Voting Member** | | **NHS BFAA Elected or Appointed Position** | | **NHS BFAA Term Length** | | **Individual Term Length** | |
|  | X | Dr. Walston | |  | | Principal | | No | | N/A | | N/A | | N/A | |
|  |  | Cameron Vernon | |  | | Athletic Director (1) | | No | | N/A | | N/A | | N/A | |
|  |  | Jason Amy | |  | | Athletic Director (2) | | No | | N/A | | N/A | | N/A | |
|  |  | Barclay Spotz | |  | | VP of Membership | | Yes | | Elected | | 2yr | | 5/1/2019 to 7/31/2021 | |
|  |  | Open | |  | | VP of Fundraising | | Yes | | Elected | | 2yr | | 2/17/2020 to 7/31/2022 | |
|  |  |  | |  | |  | |  | |  | |  | | 2/17/2020 to 7/31/2022 | |
|  |  |  | |  | |  | |  | |  | |  | |  | |
| Chairs of Standing Committees | | | | |  | |  | |  | |  | |  | |  | |
| **Present** | **Not Present** | **Member** | |  | | **Position** | | **NHS BFAA Voting Member** | | **NHS BFAA Elected or Appointed Position** | | **NHS BFAA Term Length** | | **Individual Term Length** | |
|  |  | Gene Galin | |  | | Website Chair | | Yes | | Appt by President | | 1yr | | 5/1/2019 to 7/31/2021 | |
|  |  | Craig Adams | |  | | Concession Chair | | Yes | | Appt by President | | 1yr | | 2/17/2020 to 7/31/2021 | |
|  |  | Beth Davis | |  | | Seasonal Program Chair | | No | | Appt by President | | 1yr | | 7/13/2020 to 7/31/2021 | |
|  |  | Tami McGraw | |  | | Merchandise Spirit Chair | | No | | Appt by President | | 1yr | | 5/20/2020 to 7/31/2021 | |
|  |  | Open | |  | | Corporate Sponsorship Chair | | No | | Appt by President | | 1yr | | 7/13/2020 to 7/31/2021 | |
|  |  |  | |  | |  | |  | |  | |  | |  | |
| Additional Committees: | | | | |  | |  | |  | |  | |  | |  | |
| **Present** | **Not Present** | **Member** | |  | | **Position** | | **NHS BFAA Voting Member** | | **NHS BFAA Elected or Appointed Position** | | **NHS BFAA Term Length** | | **Individual Term Length** | |
|  |  | Wanda Bland | |  | | Alumni Chair | | No | | Appt by President | | 1yr | |  | |
|  |  | Gene Galin | |  | | Communication Chair | | No | | Appt by President | | 1yr | | 2/17/2020 to 7/31/2021 | |

4.9 Quorum: Four of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board. If a quorum is not present, any lesser number may adjourn the meeting to another time without further notice. It is permitted for the members present to take a vote and solicit additional commentary and votes to constitute a quorum via email or speaker phone of the other directors not present. All issues necessary for vote must presented to entire Board either by meeting or email.

\* 4.12 Terms of Service: a) The President and Secretary shall serve a term of 12 months (for inaugural year, the term may exceed 12 months, but will conclude on May 31st of the following year). The President and Secretary are encouraged to be willing to serve for two terms. b) Officers and Directors are elected to serve for one full term of 24 months. The Officers and Directors are encouraged to be willing to serve for two terms. c) No Officer shall be nominated for office for more than a term of two years in any one office unless by an affirmative vote of not less than three fourths of the members of the Board of Directors prior to the annual meeting. d) Other Directors and Committee Chairs may serve for terms in excess of two years when not in conflict with other provisions of these Bylaws. e) Outgoing Officers and Directors are encouraged to help recruit and train their replacement for the next term of office.

|  |  |  |
| --- | --- | --- |
| **Topic** | **Agenda / Minutes** | **Attachments / Actions** |
| Call to Order | * Call the meeting to order:   + Meeting Called / Opened by:   + Time:   + Motion to open meeting by (1st):   + Motion to open meeting by (2nd):   + Vote |  |
| Roll Call | * Attendance |  |
| Approval of Agenda | * Executive Meeting Agenda emailed & posted 5-7-21: * Motion to approve Executive Meeting Agenda for 5/10/21:   + Motioned to approve Meeting Agenda by (1st):   + Motioned to approve Meeting Agenda by (2nd):   + Vote: |  |
| Approval of Minutes | * General Meeting Minutes for 5-3-21 posted onto NHSBFAA website 5-4-21: * Motion to approve General Meeting Minutes from 5/3/21:   + Motion to approve by (1st):   + Motion to approve by (2nd):   + Vote: |  |
| **Executive Officer Reports** | | | |
| President’s Report: > George Gilson Jr. | * Update on attempts to fill the role for Treasurer * Mr. Fritsche spoke to potential corporate sponsorship chair. Is waiting on her decision to volunteer for the position * Cameron got a Cruizer’s Sponsorhsip * UNC Concessions – Graduation Volunteer Opportunity - $600 per session for 2 sessions. Needs 24 volunteers 5/15 & 5/16 9 AM – 2 PM * Received a Find-A-Need Donation for Swimming for $50.00 via Paypal * Charger cards purchased from new vendor. Decision was to still sell them for $20 each and ½ going to team and ½ to the Resource Fund. * Concessions Stand Profits in 2022 will now all go into the resource fund to be prioritized and used for all teams as seen fit |  |
| Vice-President Report: > Chad Haddix | * Updates |  |
| Treasurer’s Report: > Mandy Forbes & Johnny Hill | * **Tax filings / IRS Information: Johnny**   + Latest IRS Communication & Fine Update * **Incoming Check Request and/or Purchase Orders & Fundraiser Requests – Treasurer’s / Report** * **Athletic Fund: Check Requests**  1. On 5/6, Mr Miller sent in a check request for $1800 for practice jerseys that are kept by the players, for 2022 for baseball team to be paid to Royal Threads. This will be paid for by the parents of the baseball players and deposited back into the account.   Motion:  2nd:  Vote   1. On 5/6, Mr. Miller sent in a check request for $2000 of hats that are kept by the players and paid for by the parents, for the 2022 baseball team. This is to be paid to Royal Threads. These monies will be deposited back into the acct.   Motion:  2nd:  Vote:   1. On 5/6, Mr. Miller sent in a check request for $350 for Team Posters for the 2022 Baseball Team to be paid to Christy Clewis Photography.   Motion:  2nd:  Vote:   1. On 5/6, Mr. Miller sent in a check request for $193 for embroidery / screen printing for players gear to Royal Threads and indicated this was part of the players fees. Is this for 2022, and how much was the total unit costs on these?   Motion:  2nd:  Vote:   1. On 5/4, Cullen Homolka submitted a request for Big 8 Championship Football T-Shirts for $815.73 to be paid to M2 Graphics. This was voted on via email and majority approved on 5/5/21:   Motion: Johnny Hill  2nd: Chad Haddix  Vote: Majority  **Resource Fund Check Requests**   1. On 5/5, Cameron sent a request for $$2,575 to be paid to Discount Fundraising for 2022 Charger Cards with 300 free cards on a promo. This was approved via email on 5/4/21. This was voted on via email on 5/4/21 by majority.   Motion: Johnny Hill  2nd: Chad Haddix  Vote: Majority     * **Treasurer Transition: BH, Mandy, Johnny** * Any suggestions for a new fill in? |  |
| **Directors Reports** | | | |
| Principal: > Dr Walston | * **N/A** |  |
| Athletic Directors: > Cameron Vernon & Jason Amy | * **Updates & Direction** * **NHS / NCHSAAA Schedule Updates:** |  |
| VP Membership: > Barclay Spotz | * + Updates |  |
| VP Fundraising: > Open – George Gilson to Give Report | 1. **Approved & In-Progress Fundraiser’s:**   **Updates**   * 1. Fund-A-Need Drive Improvement Suggestions & Outreach   2. Update on Pick 3 Drawing Progress  1. **Submitted Fundraisers** to NHSBFAA for approval:   **Pending & In-Development Fundraisers**   1. Track 2nd Annual Charger Stampede in March 2. Softball Fundraiser for Scoreboard and Fungeman Machine if   Approved for April   1. **Mattress Sale on August 28th at Northwood HS Gym** 2. **Pick 3 Drawing through NHSBFAA**   **Suggested Fundraisers**   * 1. Player of the Week through Local Businesses   2. Silent Raffle   3. Chicken X Case Fundraiser or Chicken Tenders / Buffalo Wild Wings Fundraiser   4. NHSBFAA Membership Drive   5. Chicken Poop Fundraiser   6. Welford Harris Drive for UR School   **On-Hold Fundraisers:** due to COVID-19:   * 1. Ford Drive for UR School – Brian Holleran/Cameron Vernon      1. Moved to Q1/Q2 2022   2. ’20-’21 Reverse Drawing – Sponsor Chair Rep (?)      1. Meetings held on 7/31/20 & 8/5/2020      2. Rally-up is the virtual platform suggested by committee during 8/10/2020 meeting      3. **On hold for now** |  |
|  |  |  |
| **Chairs of Standing Committees** | | | |
| Webmaster: > Gene Galin | * **NHSBFAA Newsletter Update** * **Suggested Changes to Website, E-mail System, and Newsletter / Social Communications** * **Website updates: General updates, Team specific, Club specific, Fund-a-Need tracking** |  |
| Concession: > Craig Adams | * **Update on application for full concessions.** * **I spoke to Ryan and he does not need concessions at the wrestling meets.**   Three open Positions on Concession Team:   * + Craig Adams – Lead   + Open – Parent/Liaison Concession Training Led   + Open Concession (Health Board)   + Open Concession (Health Board) |  |
| Seasonal Program Chair: > Beth Davis | **>Programs Completed**   * + (1) Cross-Country (M/W) & Volleyball   + (2) Basketball (M/W) & Swimming (M/W)   + Football   **>Programs to Be Completed:**   * + (3) Soccer (M), Lacrosse (M/W)     - Team Photo Dates: TBD     - Photo’s Received: TBD     - Program completion date: TBD   + (4) Golf (M/W), Tennis (M), Soccer (W), Softball     - Team Photo Dates: TBD     - Photo’s Received: TBD     - Program completion date: TBD   + (5) Baseball, Tennis (W), Track & Field (M/W), Wrestling, Cheerleading     - Team Photo Dates: TBD     - Photo’s Received: TBD     - Program completion date: TBD |  |
| Merchandise & Spirit Chair: > Tami McGraw | * Spirit Store / M2 Updates:   + [https://northwoodspirit.itemorder.com/sale](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnorthwoodspirit.itemorder.com%2Fsale&data=04%7C01%7C%7Ce36e345daa204f68822208d879da6d53%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637393326323686075%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=c4MzPkRtHjn1TR0VPOuPMvtamYhYA7ASp%2F%2B6eySagDw%3D&reserved=0) * Update on funds raised * Ideas to help get more sales funneled through the Sprit Store |  |
| Corporate Sponsorship Chair: > George / AD-Vernon | * Corporate Sponsorship Assignments and Updates, along with direction |  |
| **Additional Chairs** | | | |
| Alumni Chair: > Wanda Bland | * Banner for Alumni Events – Discussion and Vote on purchase of a banner. Need to get cost for banner through Cameron’s contact with pending agreement. Vote on cost not to exceed:   Motion:  2nd:  Vote:   * Plan for Alumni Involvement – Alumni Night Ideas, Hall of Fame, Alumni Tracking and Outreach Program, Alumni Fundraising and Involvement, and List Update |  |
| Communication Chair: > Gene Galin | * Updates |  |
| **Additional Topics & Future Meeting Dates** | | | |
| Additional Topics | * Any? |  |
| Future Meeting Dates | General Meetings: First Monday of every month  Executive Meetings: Second Monday of every month  Unless Otherwise Changed, ie: April’s Dates Have Been Changed  Upcoming Meeting Dates:   * General Meeting June 7th @ 7:00 PM * Executive Meeting June 14th @ 7:00 PM |  |
| **Meeting Adjourn** | | | |
| Meeting Adjourn | * Motion to call meeting:   + 2nd:   + Vote: |  |