NHSBFAA Executive Meeting: 9/20/21 @ 7:00 PM – Carolina Brewery

|  |  |  |  |  |  |  |
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| 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 |
|  |  | Joni Bowling | Treasury (1) | Yes | Elected | 2yr | 5/1/2019 to 7/31/2021 |
|  |  | Melissa Korey | 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** |
| N/A | N/A | Dr. Walston | Principal | No | N/A | N/A | N/A |
|  |  | Cameron Vernon | Athletic Director (1) | 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 |
|  |  |  |  |  |  |  |  |
| 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.

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| **Topic** | **Agenda / Minutes** | **Attachments / Actions** |
| Call to Order | * Call the meeting to order: George
	+ Meeting Called / Opened by: George Gilson
	+ Time:
	+ Motion to open meeting by (1st):
	+ Motion to open meeting by (2nd):
	+ Vote:
 |  |
| Roll Call | * Attendance
 |  |
| Approval of Agenda | * Executive Meeting Agenda emailed 9/17/21
* Motion to approve Executive Meeting Agenda for 9/20/21:
	+ Motioned to approve Meeting Agenda by (1st):
	+ Motioned to approve Meeting Agenda by (2nd):
	+ Vote:
 |  |
| Approval of Minutes | * General Meeting minutes for 9/13/21 posted onto NHSBFAA website 9/14/21
* Motion to approve General Meeting Minutes from 9/13/21:
	+ Motion to approve by (1st):
	+ Motion to approve by (2nd):
	+ Vote:
 |  |
| **Executive Officer Reports** |
| President’s Report: > George Gilson jr. | 1. Dining for Dollars – Program and Discussion
2. UNC Concession Volunteering - $200 / $300 Bonus Loss
3. By-Law Amendment and Vote
 |   |
| Vice-President Report: Chad Haddix  | * **General Update**
* **Responsibilities and Workload**
 |  |
| Treasurer’s Report: > Joni Bowling | * **Financial update: Joni**
	+ Financials, Balance Sheet, Sponsorships, and Fund-A-Need Reports for August were sent via email on 9/16/21/21

-All financials are posted to website and open for anyone to view.**Informational Only*** **Incoming Check Request and/or Purchase Orders – Treasurer’s / Board**
* **NHSBFAA Check Requests & Deposits:**

**CHECKS/DEBITS****● Sam’s Club - $150.14****Sport –Resource Fund – Concession****● Omni Cheer - $38.48****Sport –Cheer – Bows****● Amazon - $96.29****Sport – Men’s Soccer- Camera Tripod****● Check# 4083 – M2Graphics - $239.00****Sport – Lacrosse Summer Camp Shirts****● Check# 4084 – Chatham County Environmental Health - $75.00****Sport – Resource Fund (Field House Concession Stand Permit)****● Check #4805 – Katy Gilliam - $102.00****Sport – Women’s Lacrosse – Summer Camp Coach****● Check #4806 – Mid State Officials Association - $200.00****Sport – Baseball****● ProTuff Decals - $392.40****Sport –Football (Helmet stickers)****● Check# 4088 – Chatham County Environmental Health - $75.00****Sport – Resource Fund (Gym Concession Stand Permit)****● Cash Withdraw $300.00 Football Stand, $150 Volleyball Cash Box StartUp Funds****Sport – Resource Fund****● Check# 4089 – M2Graphics - $2,227.06****Sport – Resource Fund - Jamboree T-shirts****● Sam’s Club - $520.06****Sport – Resource Fund (Concession Stand Supplies)****● Costco - $70.98****Sport – Resource Fund (Concession Stand Supplies)****● Academy Sports - $107.24****Sport – Resource Fund (Tent for Grill - per Health Inspection Requirements)****● ACH – NC Department of Revenue- $25.32****Sport – Resource Fund (Concession Stand Sales Tax - July 2021)****● Debit Card – Lowe’s - $21.37****Sport – Resource Fund (Propane Tank for Jamboree Grill Hot Dogs)****● M2Graphics - $85.60****Sport – Men’s Lacrosse (Camp t-shirts)****● STH Endzone - $68.00****Sport – Football (Camera Tilt for games)****● Check #4090 – M2Graphics - $317.70****Sport – Football Coach Polos*** **Cameron submitted for Boys Basketball Jerseys in the amount of $3733.23 to be paid to Johnson Lambe on 8-27-21**
* **Cameron Vernon submitted a check request from the Resource Fund on 8/4/21 in the amount of $640.50 paid to LD Williams for sponsorship signs. This was voted on and approved on 8-23-21**

**Sponsorships:****● See Report sent out 9/16/21** |  |
| **Directors Reports** |
|  |  |  |
| Athletic Directors: > Cameron Vernon | * **Updates & Direction:**
* **Soccer Scoreboard Installation**
* **Mosaic Volunteers**
* **Chicken Poop Raffle Rules Doc**
 |   |
| VP Membership: > Barclay Spotz | * + **Updates:**
	+ **Homecoming Logistics**
	+ **Chicken Poop Fundraiser Logistics**
 |  |
| VP Fundraising: > Open – George Gilson to Report | * **Sponsorships – See Above New Sponsorships**

**-Update on progress on calling the list – Chad Haddix*** **Submitted Fundraisers** to NHSBFAA for approval. See Above

**In Treasurer’s Report*** **Pending & In-Development Fundraising:**
1. **Chicken Poop Fundraiser**
* **Additional discussion or planning more fundraisers**
* **On-Hold Fundraisers:** due to COVID-19:
	+ Ford Drive for UR School – Ford Has Cancelled This Fundraiser
	+ ’20-’21 Reverse Drawing – Sponsor Chair Rep (?)
		- Meetings held on 7/31/20 & 8/5/2020
		- Rally-up is the virtual platform suggested by committee during 8/10/2020 meeting
		- **On hold for now**
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| **Chairs of Standing Committees** |
| Webmaster: > Gene Galin | * Updates
* Discussion and Finalization on an action plan for the website, Paypal, and the platform
 |   |
| Concession: > Craig Adams | * Concession Stand Volunteering
* Square Update
 |  |
| Seasonal Program Chair: > Beth Davis  | * Update on programming involvement with Cameron moving forward, or other responsibilities.
 |  |
| Merchandise & Spirit Chair: > Tami McGraw  | * Spirit Store / M2 Updates: Store is now **LIVE**
	+ [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)
* **General Updates from Tami**
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| Corporate Sponsorship Chair: > Open – Report to Be Given By George Gilson  | * We need someone dedicated to working the sponsorships and follow-up
* Distributing programs to Sponsors and Advertisers
 |  |
| **Additional Chairs** |
| Alumni Chair: > Wanda Bland | * **Updates from Wanda:** Alumni List and Involvement Plan and Status
* **Spreadsheet Communication and Help from Board**
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| Communication Chair: > Gene Galin | * **Updates from Gene**
 |  |
| **Additional Topics & Future Meeting Dates** |
| Additional Topics | Additional Topics? |  |
| Future Meeting Dates | General Meetings: **First** Monday of every monthExecutive Meetings: **Second** Monday of every other monthUpcoming Meeting Dates:* General Meeting – 10/4/21
* Executive Meeting – 10/11/21 – Place TBD
 |  |
| **Meeting Adjourn** |
| Meeting Adjourn | * Motion to call meeting at:
	+ Motion approved by (1st):
	+ Motion approved by (2nd):
	+ Vote:
 |  |