NHSBFAA Executive Meeting Agenda: 3/15/21 , 7:00 PM

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

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

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| **Topic** | **Agenda / Minutes** | **Attachments / Actions** |
| Call to Order | * Call the meeting to order:
	+ Meeting Called / Opened by:G Wilson
	+ Time:7:06pm
	+ Motion to open meeting by (1st): Anne Addabbo
	+ Motion to open meeting by (2nd): Barclay Spotz
	+ Vote : Unanimous
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| Roll Call | * Attendance
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| Approval of Agenda | * Executive Meeting Agenda emailed: 3/12/21
* Motion to approve Executive Meeting Agenda for 3/15/21:
	+ Motioned to approve Meeting Agenda by (1st): Anne Addabbo
	+ Motioned to approve Meeting Agenda by (2nd): Johnny Hill
	+ Vote: Unanimous
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| Approval of Minutes | * General Meeting Minutes for 3/8/21 posted onto NHSBFAA website:
* Motion to approve General Meeting Minutes from 3/8/21, posted on NHSBFAA website on 3/9/21:
	+ Motion to approve by (1st): Johnny Hill
	+ Motion to approve by (2nd): Gene Galin
	+ Vote: Unanimous
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| **Executive Officer Reports** |
| President’s Report: > George Gilson Jr. | * Delegation of Responsibilities: Everyone needs to take ownership of their own piece. When agenda is sent, please respond back with updates or acknowledgment
* Communication Update w/ Mr. Blice: No Q&A usually; if questions on aspect of rezoning, send questions directly to him and referred back to document originally sent; go on website for particular questions on what to do after the 1st year of staying on at NHS; Plan for NHS: he felt the school was well maintained as is.
* By-Law Amendment Finalization: will take more time to finalize; some suggestions are ready on the document. Review of it during the meeting done.
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| Vice-President Report: > Chad Haddix | * Updates: spoke with Sandra Garner, SW at Horton: suggestions on what may help with kids withdisadvantages: better communication on what the school offers (free physical, rides for the summer). Will also follow up with Dr Kelly BattenF/up apptment with fundraisers to be done.
* Discussion on how to promote and foster underserved athlete’s participation in NHS Athletics:
* Athletic Games Archive: Pixalot might not allowed downloads if not a member; download on YouTube was not good quality ; School Website does not have bandwidth to take downloads. Just providelinks on Website. Gene to put on to do list.
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| Treasurer’s Report: > Mandy Forbes & Johnny Hill | * **Tax filings / IRS Information: Johnny**
	+ Latest IRS Communication & Fine Update: still status quo, got the certified letter.
* **Incoming Check Request and/or Purchase Orders & Fundraiser Requests – Treasurer’s / Report**
* **Athletic Fund: Check Requests**
1. Jason Amy made a request for Women’s Golf on 3-10-21 in the amount

of $50 Payable to Twin lakes Golf Course for match with Chapel Hill in for Tournament Conference Play. $10.00 charge per player for 3-15-21 Match.Motion: Chad2nd: TamiVote: Unanimous1. Butch Edenfield made a request for Softball for $876.33 to be payable to

Baseball Savings for Voodoo Rebirth Bat Packs to replace packs they have been using since 2008Motion: Johnny Hill2nd: ChadVote: Unanimous* Johnny Hill waiting for paperwork on Sponsorship, check with Mandy
* Do we have list of clubs to take out of CTE: only one not to take out is the Dance team
* FBLA regionals: Mrs Pandergrass $250, check cut but not cleared.

* **Treasurer Transition: BH, Mandy, Johnny**
* Any suggestions for a new fill in?
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| **Directors Reports** |
| Principal: > Dr Walston | * **Updates & Direction**
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| Athletic Directors: > Cameron Vernon & Jason Amy | **Updates & Direction****NHS / NCHSAAA Schedule Updates:*** + Cross-Country & Volleyball: In Season (11/16 to 1/8/21)
	+ Swimming: Pre-season (12/23 to 12/6)
	+ Basketball: Skill Development (10/30 to 12/6)
	+ Men’s Soccer, Lacrosse (M&W): Skill Development (11/30 to 1/10/2021): big win!
	+ Football: Skill Development (12/2 to 2/7/21)
	+ Wrestling Skill Dev Starts March 8th & Season 4/12
	+ Track – Practices Start 3/8/21from 3:45-5:45 PM
	+ Coach Jason interim at Seaforth now: Cam will get more involved in AD now.
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| VP Membership: > Barclay Spotz | * + Updates: no update
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| VP Fundraising: > Open – George Gilson to Give Report | 1. **Approved & In-Progress Fundraiser’s:**

**Updates*** 1. Need update from AD on discussion with Dr. Walston regarding handing out

Charger Cards to Athletes to sell: allowed to give in Athlete’s hands. Cam will communicate with the Coaches first* 1. Fund-A-Need Drive Improvement Suggestions & Outreach: need more suggestions on how to incorporate in the Newsletter; utilizing FB page from the Booster Club; Backboards need to be changed; get kids to be involved in speaking out for needs and post on site.
1. **Submitted Fundraisers** to NHSBFAA for approval:
2. Softball for $2000 - $2500 in April for new Scoreboard or

Fungoman Machine by Coach Edenfield 1/11/21 –Already Approved1. Cameron Isenhour – Request for 2nd Annual Charger

Stampede Fundraiser in March – Approved **Pending & In-Development Fundraisers**1. Track 2nd Annual Charger Stampede in March
2. Softball Fundraiser for Scoreboard and Fungeman Machine if

Approved for April**Suggested Fundraisers*** 1. Discussion on Pick 3 Fundraiser

>Tickets $50, $100?>Teams cannot use NHSBFAA for fundraiser dollars unless theymeet a quota. 40% or 50% Participation>Approval from NC LotteryUpdate: George called the NC Lottery: we cannot use NC Lottery name as NC Pick3;We can try to use different state (?); we can do it on our own with 3 sets of balls (can we have Alumni pick the balls in Zoom or during a game).Set up date.* 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. Gentlemen of America: George belongs to the group: squares to sell with chicken poop fundraiser; we could borrow the chicken and equipment! Home Coming Game

**On-Hold Fundraisers:** due to COVID-19:* 1. Ford Drive for UR School – Brian Holleran/Cameron Vernon
		1. Moved to Q1/Q2 2021
	2. XC – Ronald Horton XC Invitational (9/19/2020) – Isenhour
		1. TBD based on NCHSAA
		2. Possibly moved to springtime
	3. UNC Concessions: George Gilson Jr.
	4. ’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**
1. **Cancelled Fundraisers:** due to COVID-19:
	1. XC –2nd Annual Charger Stampede 5K Walk/Run (10/17/2020).
		1. This event has been canceled due to Covid-19, will return in next year (’21-’22)
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| VP of Group Relations – Eliminated  | * **Updating By-Laws to Reflect the Elimination of the Position**
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| **Chairs of Standing Committees** |
| Webmaster: > Gene Galin | * **NHSBFAA Newsletter Update**: Beth looking at them right now, sent to 72 basketball parents as test.
* **Suggested Changes to Website, E-mail System, and Newsletter / Social Communications:** FB popular and easy to use
* **Website updates: General updates, Team specific, Club specific, Fund-a-Need tracking:** not too many changes. Added a link as well.
* **Fund to Need tracking:** need list but adding the kids asking will have more positive outreach**.**
* **Cutouts to use for Alumni pics?**
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| Concession: > Craig Adams | * **Any update on Coke Sponsorship Request from Coke:** No new sponsorship this year
* **Discussion on opening up the Concession stands at NHS in a limited capacity. See handout**

**From Chatham County Public Health****>**310 Football Tickets Sold, 106 JV & Varsity Soccer Tickets Sold. What do we need to get moving: Craig will check with the County, we can start ordering but limited quantities. Craig will get with Barry. * Three open Positions on Concession Team: no need to assist this year under the circumstances. Need to renew the Sam’s Club card though
	+ Craig Adams – Lead
	+ Open – Parent/Liaison Concession Training Led
	+ Open Concession (Health Board)
	+ Open Concession (Health Board)
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| 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
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| 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: no $ amount but it’s gaining momentum
* Ideas to help get more sales funneled through the Sprit Store: maybe to include on communication from Gene; Tami to send the link and maybe highlight some hot items? Can we use Seniors to model?
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| Corporate Sponsorship Chair: > George / AD-Vernon  | * New Roles and Sponsorship Assignments and Updates: still working on it. Gene to publish list on site
* Going to Need to Get a Plan Together to Land Some Impact Sponsors
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| **Additional Chairs** |
| Alumni Chair: > Wanda Bland | * Plan for Alumni Involvement – Alumni Night Ideas, Hall of Fame, Alumni Thank You Banner,

Alumni Tracking and Outreach Program, Alumni Fundraising and Involvement |  |
| Communication Chair: > Gene Galin | * Updates: see prior sections
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| **Additional Topics & Future Meeting Dates** |
| Additional Topics | * N/A
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| Future Meeting Dates | General Meetings: First Monday of every monthExecutive Meetings: Second Monday of every other monthUnless Otherwise Changed, ie: April’s Dates Have Been ChangedUpcoming Meeting Dates:* April 12th – General Meeting
* April 19th - Executive Meeting
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| **Meeting Adjourn** |
| Meeting Adjourn | * Motion to call meeting: Chad
	+ Motion approved by (1st):
	+ Motion approved by (2nd): Craig
	+ Unanimous: Adjourn 9:15pm
 |  |

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.