**NHSBFAA General Annual Meeting Minutes**

Monday 2/13/2023 @ 7:00 PM

[Meeting ZOOM LINK](https://us06web.zoom.us/j/87208959851?pwd=c09ndnpwbGtmTnlFbldrRXRtVWlkZz09)

| **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: Unanimous |  |
| Roll Call | * Attendance (Appendix A) |  |
| Approval of Agenda | General Meeting Agenda emailed 2/13/2022.  Motion to approve General Meeting Agenda for 1/9/2023.   * + Motion to approve by (1st):   + Motion to approve by (2nd):   + Vote: Unanimous |  |
| Approval of Minutes | Motion to approve Executive Meeting Minutes for 1/23 /2023   * + Motion to approve by (1st):   + Motion to approve by (2nd):   + Vote: |  |
| **Executive Officer Reports** | | |
| President’s Report: > Gina Bacheler | Updates:   * State winners! Congratulations! * Scoretable Purchase & TVs * Football Scoreboard Installation * Speakers for Sports Banquets * Easter Egg Hunt * Father/Daughter Dance * Spring concessions * Summer camp vote |  |
| Vice-President Report:  Catherine Hobbs | * Updates: |  |
| Treasurer’s Report: > Joni Bowling / Melissa Korey | * January Financials were emailed on 2/10/2023. * 1099s were mailed and the accountant is still working on the taxes. In the future, if we pay anyone more than $600 as an individual, we should not give them a check until we have a 1099 in hand. These 1099s should be given to me or Melissa. * UNC Concessions for Football Season will show on your February reports. We are waiting on some financial details so we know the exact amount to disperse because basketball and football deposits are not separated when we get them. * General Liability insurance was purchased based on approval last month. Unfortunately State Farm was not competitive in price so we kept the same company and coverage with AIM Insurance. * Appendix B gives a list of all items purchased in January 2023 so let us know any questions. |  |
| **Directors Reports** | | |
|  |  |  |
| Athletic Directors: > Cameron Vernon | * Poster Printing Email * Conference games this week |  |
| VP Membership: > Leslie Holland | * Update: |  |
| VP Fundraising/Corporate Fundraising:  > Open – Gina to report | * **Fundraising Requests for Voting:**   Cameron Vernon submitted a fundraising request for summer camps to raise money and promote our youth, the fund will go towards team accounts/resource fund 90/10  Motion to approve by (1st):   * + Motion to approve by (2nd):   + Vote:   Kyle Robinson submitted a fundraising request to open a M2Graphics Baseball spirit store for fans. The funds will go to purchase practice jerseys for players and upgrade facilities.  Motion to approve by (1st):   * + Motion to approve by (2nd):   + Vote: |  |
| **Chairs of Standing Committees** | | |
| Webmaster: > Gene Galin | * Concession Updates: Executive committee approved purchase of a second iPad since we’ve had such success with credit card sales so you will all see that soon. * 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) |  |
| Concession: > Craig Adams |  |
| Merchandise & Spirit Chair: > OPEN |  |
| **Additional Chairs** | | |
| Alumni Chair: > Melissa Korey |  |  |
| **Additional Topics & Future Meeting Dates** | | |
| Additional Topics | . |  |
| Future Meeting Dates | General Meetings: **Second** Monday of every month  Executive Meetings: **Fourth** Monday of every other month  Upcoming Meeting Dates:   * Executive Meeting – 2/27/2023 - Location? * General Meeting – 03/13/2023 - Keep zoom? |  |
| **Meeting Adjourn** | | |
| Meeting Adjourn | * Motion to call meeting at:   + Motion approved by (1st):   + Motion approved by (2nd):   + Vote: |  |

**APPENDIX A: ROLL CALL**

| **Executive Board Members** | | | | |  | |  | |  | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Present** | **Not Present** | **Member** | | **Position** | | **NHS BFAA Voting Member** | | **NHS BFAA Elected or Appointed Position** | | **NHS BFAA Term Length** | | **Individual Term Length** |
|  |  | Gina Bacheler | | President | | Yes | | Elected | | 1yr\* | | 5/23/22 to 7/31/2023 |
|  |  | Catherine Hobbs | | Vice-President | | Yes | | Elected | | 2yr | | 5/23/22 to 7/31/2024 |
|  |  | Joni Bowling | | Treasury (1) | | Yes | | Elected | | 2yr | | 5/1/2021 to 7/31/23 |
|  |  | Melissa Korey | | Treasury (2) | | Yes | | Elected | | 2yr | | 8/23/21 to 7/31/23 |
|  |  | Anne Addabbo | | Secretary | | Yes | | Elected | | 1yr\* | | 5/23/33 to 7/31/2023 |
|  |  | Dr. Walston | | Principal | | No | | N/A | | N/A | | N/A |
|  |  | Cameron Vernon | | Athletic Director | | No | | N/A | | N/A | | N/A |
|  |  | Leslie Holland | | VP of Membership | | Yes | | Elected | | 2yr | | 5/23/22 to 7/31/24 |
|  |  | Gene Galin | | Website Chair/ Communications Chair | | Yes | | Appt by President | | 1yr | | 5/23/22 to 7/31/23 |
|  |  | Craig Adams | | Concession Chair | | Yes | | Appt by President | | 1yr | | 5/23/22 to 7/31/2023 |
| **Additional Attendees:** | | |  | |  | |  | |  | |

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.

**APPENDIX B: JANUARY 2023 FINANCIAL REPORT**

*Italicized = paid but not posted to accounts yet*

● Marco’s Pizza - $70.62

Sport - Resource Fund (Concessions)

● Elizabeth’s Pizza - $151.80

Sport - Resource Fund (Concessions on 12/30)

● BJ’s - 76.62

Sport - Resource Fund (Concessions)

● Sam’s Club - $640.28

Sport - Resource Fund (Concessions)

● Marco’s Pizza - $31.28

Sport - Resource Fund (Concessions)

● Chick-fil-A - $116.51

Sport - Resource Fund (Concessions)

● Check #4296 Jackie Harpham - $300.00

Sport - Resource Fund (First Bank Tournament Athletic Trainer)

● Check #4297 Kristen Trapp - $300.00

Sport - Resource Fund (First Bank Tournament Scorekeeper)

● Check #4298 Yolanda Trapp - $300.00

Sport - Resource Fund (First Bank Tournament Scorekeeper)

● Check #4299 Alfreda Alston - $300.00

Sport - Resource Fund (First Bank Tournament Scorekeeper)

● Check #4300 Rebecca Reed - $20.00

Sport - Swimming (Swim Assoc Fee Reimbursement)

● Costco Gas - $73.73

Sport - Resource Fund (Concessions Gas)

● Check #4301 Sanford Coca Cola - $453.73

Sport - Resource Fund (Concessions)

● Check #4302 Eastern Randolph High School Athletics - $150.00

Sport - Wrestling (Tournament)

● Check #4303 Matthew Brown - $47.53

Sport -Men’s Basketball (Reimburse for Drake Powell 1,000 Point Ball)

● Town & Country Hardware - $538.73

Sport - Cross Country (Leaf Blower)

● M2Graphics - $640.64

Sport - Team Hoodies (Women’s Basketball)

● Johnson Lambe - $2,642.90

Sport - Team Warm Up Suits (Women’s Basketball)

● Check #4304 Northwood High School Athletics - $1,750.00

Sport -Resource Fund (Guardian Caps..voted 1/9 meeting)

● Check #4305 Jeffery Baker - $59.00

Sport -Resource Fund (Swim Meet Official)

● Check #4306 Steve Biccum - $39.00

Sport -Resource Fund (Swim Meet Official)

● Check #4307 Teresa Kilgallen - $39.00

Sport -Resource Fund (Swim Meet Official)

● Check #4308 Heather Sirgany - $39.00

Sport -Resource Fund (Swim Meet Official)

● Check #4309 Kyle Robinson - $80.25

Sport -Swim (Reimburse for Sod Cutter)

● Elizabeth’s Pizza - $160.34

Sport - Resource Fund (Concessions)

● Sam’s Club - $284.04

Sport - Resource Fund (Concessions)

● Check #4310 Amy Frazier - $712.50

Sport - Resource Fund (Chicken Poo Raffle Winner)

● Check #4311 Kerri Snipes - $100.00

Sport - Men’s Basketball $50; Women’s Basketball $50 (NCBCA School Membership)

● Chick-fil-A - $299.93

Sport - Resource Fund (Concessions)

● Office Depot - $90.90

Sport - Resource Fund (Sponsorship Signs)

● Sam’s Club - $201.16

Sport - Resource Fund (Concessions)

● Sam’s Club - $161.86

Sport - Resource Fund (Concessions)

● Sam’s Club - $126.48

Sport - Resource Fund (Concessions)

● Sam’s Club - $96.52

Sport - Resource Fund (Concessions)

● Chick-fil-A - $202.76

Sport - Resource Fund (Concessions)

● Food Lion - $28.04

Sport - Resource Fund (Concessions)

● Check #4312 Christine Phillips - $105.00

Sport - Track (Bus Driver to East Chapel Hill)

● Check #4313 Josh Blackburn - $100.00

Sport - Resource Fund (Athletic Trainer 1/21/23)

● Check #4314 The Jag Club - Athen Drive Magnet High School - $200.00

Sport - Women’s Lacrosse (Jamboree on 2/18)

● Sam’s Club - $376.06

Sport - Resource Fund (Concessions)

● Marco’s Pizza - $272.14

Sport - Resource Fund (Concessions)

● Check #4315 IRS - $240.00

Sport - Resource Fund (Erica Atkins Tax Withholdings from Raffle Winnings)

● Elizabeth’s Pizza - $173.18

Sport - Resource Fund (Concessions)

● Verizon Wireless - $36.48

Sport-Resource Fund (data plan for ipad- concessions)