NHSBFAA General Meeting Minutes: 7/19/21 @ 7:00 PM

Zoom Link: <https://us02web.zoom.us/j/88135236076?pwd=d1psOG9XMFFzTXArbFFnY0xsYUFQdz09>

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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** |
| X |  | George Gilson Jr. | President | Yes | Elected | 1yr\* | 2/17/2020 to 7/31/2021 |
| X |  | Chad Haddix | Vice-President | Yes | Elected | 2yr | 2/17/2020 to 7/31/2022 |
|  | X | Mandy Forbes | Treasury (1) | Yes | Elected | 2yr | 5/1/2019 to 7/31/2021 |
| X |  | Joni BowlingJohnny Hill | Treasury (2) | Yes | Elected | 2yr | 5/1/2019 to 7/31/2021 |
| X |  | 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 |
| X |  | Cameron Vernon | Athletic Director (1) | No | N/A | N/A | N/A |
| X |  | 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** |
| X |  |  Gene Galin | Website Chair | Yes | Appt by President | 1yr | 5/1/2019 to 7/31/2021 |
|  | X | Craig Adams | Concession Chair | Yes | Appt by President | 1yr | 2/17/2020 to 7/31/2021 |
|  | X | Beth Davis | Seasonal Program Chair | No | Appt by President | 1yr | 7/13/2020 to 7/31/2021 |
|  | X | 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** |
|  |   X | Wanda Bland | Alumni Chair | No | Appt by President | 1yr |  |
| X |  | 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
	+ Time: 7:03
	+ Motion to open meeting by (1st): Sherri
	+ Motion to open meeting by (2nd): Joni
	+ Vote: Unanimous
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| Roll Call | * Attendance
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| Approval of Agenda | * General Meeting Agenda emailed 7/16/21
* Motion to approve General Meeting Agenda 7/19/21:
	+ Motioned to approve Meeting Agenda by (1st):Joni
	+ Motioned to approve Meeting Agenda by (2nd): Sherri
	+ Vote: Unanimous
 |  |
| Approval of Minutes | * Executive Meeting minutes for 6/7/21 posted onto NHSBFAA website 7/2/21
* Motion to approve Executive Meeting Minutes from 6/7/21:
	+ Motion to approve by (1st): Johnny
	+ Motion to approve by (2nd): Joni
	+ Vote: Unanimous
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| **Executive Officer Reports** |
| President’s Report: > George Gilson jr. | * Did we get the payout check for the Pick 3 to Mr. Miller? Yes
* By-Law Amendment Ratification – We need to ratify our new by-law amendments. Motion to have legal counsel review:
	+ Motion to approve by (1st): Sherri
	+ Motion to approve by (2nd): Gene
	+ Vote: Unanimous
* UNC Concessions Update: one tagged to NHS; will give update if issues to fill alcohol booth. Teams will continue to be tagged individually.
* Electronic / E-Mail Voting Discussion: need to be for immediate only, otherwise wait for meetings. Cameron to lead.
* Jack Shaner Jamboree Planning and Volunteer Discussion: to be on Executive meeting discussions. Ok per C. Vernon

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| Vice-President Report: Chad Haddix  | * **General Update: No update**
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| Treasurer’s Report: > Mandy Forbes & Johnny Hill | * **Financial update: Johnny/ Joni/ Mandy**
	+ Financials for June were sent via email on July 7th. I assume Gene posted to Website. Updated in Executive Meeting.

-All financials are posted to website and open for anyone to view. Year: 7% down YOY ($7K) Sponsor and FundA need compensated. Joni: transition is going well. Will do most of July reconciliation. Help needed for assistant position to be filled.* **IRS / Fortis Update: Johnny / Joni**

**-** We need to get an answer on our request for penalty waiver**FY2018:** Late fine $8K, IRS verbally confirmed waiver. **945 form f**or raffle $1250, waiver still pending**FY2019:** late filing as well indicated by IRS today on the call. Johnnywill file waiver. Need to send note to the accounting firm to confirm filing on time and correct forms. * **Incoming Check Request and/or Purchase Orders – Treasurer’s / Board: None**
* **NHSBFAA Check Requests:**
1. Kevin Forster submitted a check request on 6/26/21 for $60 for Men’s Soccer for Soccer Balls for their camp payable to Amazon

Voted on via email and approved by majority on 6/29/21- Motion: Johnny Hill  - 2nd: Craig Adams - Vote: Majority1. Kevin Forster submitted a check request on 6/26/21 for $298.90 to be paid to Johnson Lambe for Men’s Soccer Coach’s Gear

Voted on via email on and approved via email on 6/29/21- Motioned: Johnny Hill - 2nd: Craig Adams - Vote: Majority1. Matt Brown submitted a check request on 6/30/21 for $875 for Camp Payout to Coaches

This was voted on and approved by majority via email on 7/12/21- Motion: Johnny Hill - 2nd: Chad Haddix - Vote: Majority 1. Cameron submitted a request for $1250 for wall padding in the gym 6/29/21 to be paid to Johnson Lambe.

This was approved by majority via email on 7/2/21 - Motion: Chad Haddix - 2nd: Craig Adams - Vote: Majority1. Butch Edenfield submitted a check request 7/7/21 for 5,336.65 for a new scoreboard for Softball. The Softball Team and the Athletic Dept is splitting the cost, but we will make out one check to Northwood HS.

This was approved by majority via e-mail on 7/13/21- Motion: Johnny Hill- Second: Anne Addabbo - Vote: Majority1. Cameron Vernon submitted a check request for $184.31 for women’s Lacrosse Goalie Jerseys to be paid to BSN Sports on 7/8/21.

This was voted on via email on 7/8/21Motion: Barclay Spotz2nd: Anne AddabboVote: Majority1. Ebony Grissett Delgado sent in a check request for the Dance Team on 7/9/21 in the amount of $1,051.38 for Dance Team Uniforms to be paid to Cheerleading Company.

This was voted on via email and approved by majority on 6/30/21- Motion: Chad Haddix- 2nd: Mandy - Vote: Majority* **Treasurer Transition: Mandy, Johnny, Joni – Additional Check Requests I may have missed?**
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| **Directors Reports** |
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| Athletic Directors: > Cameron Vernon & Jason Amy | * **Updates & Direction:** State champion ship track/field did well
* **Troy Story:** update on WRAL tonight, WON the Courage Award!. $78K raised out of $100K goal. Scans look good (lungs/spine and legs might be saved)
* **July 29 7pm:** Parents meeting
* **July 28th:** Kids night, Nut House. To be promoted. August will see first games.
* **Charger cards**: Hwy 55, Dicks, Dunham, Carolina Brewery…..
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| VP Membership: > Barclay Spotz | * + **Updates:** Will like to talk to the parent meeting to boost eventsNut House to be on Newsletter? Ok.
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| VP Fundraising: > Open – George Gilson to Report | * **Approved & In-Progress Fundraiser’s:** Updates
	+ 2021-2022 Charger Card Discussion & Planning. See

above notes. Hopefully obtained by 7/29/21* **All Sports Annual Pass Planning and Discussion:** All Digital now,

3 levels - * **Sponsorship & Logos –**
1. **Hill Creek Vet Hospital – Gave us a Charlie Sponsorship on 7/12/21**
2. **Wieland – Wrote a sponsorship check to be used for gym wall padding for $1,250 on 6/29/21**
3. **Subway Sponsorship – We sent an invoice on 6/14 for $1000, but never received a check. Need someone to follow-up and go and get it if necessary and coming from a local franchisee.** Sandra is the contact, Cameron will f/up
* **Submitted Fundraisers** to NHSBFAA for approval.
* **Pending & In-Development Fundraising:**
* **Additional discussion or planning more fundraisers**
* **On-Hold Fundraisers:** due to COVID-19:
	+ Ford Drive for UR School – Cameron Vernon
		- Moved to Q1/Q2 2021 – Any Update on potentially moving this forward?
	+ ’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 | * NHSBFAA Newsletter info and updates
* Website updates: General updates, Team specific, Club specific, Fund-a-Need tracking, platform and communication changes and or suggestions
* Facebook reach out numbers to be shared by Gene.

7/29: parents night will come out to take some videosWordpress to be added* Link Wordpress to Newsletter to avoid duplicate work.Oct: Chicken Poop?
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| Concession: > Craig Adams | * 2021-2022 Concession Planning Discussion
* Concession Stand VolunteeringNO UPDATE
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| Seasonal Program Chair: > Beth Davis  | * **Programs – 2021-2022 Help and Planning for new Programs**

NO UPDATE |  |
| 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 NO UPDATE**
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| Corporate Sponsorship Chair: > Open – Report to Be Given By George Gilson  | * Sponsorships Given Noted Above. I have also sent a sponsorship form to Hope Crossing again for a sponsorship renewal. Paperwork requested by them.
* We need to put someone in charge of making sure that we are organizing and pushing for sponsorships. This same person will also need to make sure that we are gathering all logos for ads, and making sure that we are pulling through with our portion of the promised sponsorship benefits listed.
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| **Additional Chairs** |
| Alumni Chair: > Wanda Bland | * **Updates from Wanda:** Alumni List and Involvement Plan and Status – NO UPDATE
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| Communication Chair: > Gene Galin | * **Updates from Gene: no additional update**
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| **Additional Topics & Future Meeting Dates** |
| Additional Topics | Additional Topics? Dance/homecoming etc… can we have them in new year? More to come |  |
| Future Meeting Dates | General Meetings: **First** Monday of every monthExecutive Meetings: **Second** Monday of every other monthUpcoming Meeting Dates:* July 26th – Executive Meeting at Carolina Brewery 7pm
* August 23rd for a General Meeting
* August 30th Executive Meeting
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| **Meeting Adjourn** |
| Meeting Adjourn | * Motion to call meeting at: 8:15pm
	+ Motion approved by (1st): Anne
	+ Motion approved by (2nd): Chad
	+ Vote: Unanimous
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