BOARD MEETING – COTTONWOOD COMMUNITY CENTER

June 21, 2023

Came to Order at 6:00pm Adjourned 9:03pm

Minutes Unanimously approved July 19th- Board Meeting

Attendees: Merisa, Brittany, Jennifer, Helena, Jessie, Ashley, Nate, Valerie

**President Report**

Badging- status of completion/ and when they will arrive. Charging volunteers $35 badging fee?

Ashley moved to approve the fee being paid by Volunteers.

Valerie seconded – motion approved unanimously.

Backgrounds- status/ who is still pending. Nate sent out reminders to all of those who have not been to Accu Print.

Game Schedule status/ SYF updates from monthly meeting. Other programs have not set their Sunday games, so it is holding up the game schedule. Should be available at the beginning of July.

Recruitment- sign up status for each age group. 8u#36, 10u#15, 12u#33, 14u#11 (FOOTBALL)

(Cheer- 8u#10, 10u#8, 12u#8, 14u#1.

Bi Laws- Review of suggestions and vote on approval. The Executive board read through the changes proposed, and Jessie moved to approve the changes listed. Ashley seconded- Board unanimously approved. Bi- Laws will be prepared with changes and uploaded to the web site for Staff, and parents.

**Treasurer Report- $35,469.85**

Blue Sombrero will be reconciled at the end of July after registration is closed.

**APPAREL**

Apparel- in person sales

1.) have we chosen the items to sale, (swag items) Online store is up and running until 7/26. All purchased items will be available after the store closes.

2.) what is the next step to getting it ordered and priced- Complete

3.) When will we be starting the sales on the items at practice, games or other events- First week of practice 7/20 Thursday?

4.) can we have items ready for the Cornhole tournament (Ordered 10 of each size Tanks/Tees/Hats) Pending invoice for deposit.

Apparel- online (who is the process owner of the electronic aspect of apparel sales)

1.) What is the status of choices on the items for sale online. (Once the store closes we will get the total of profit to put toward decals for helmets.

2.) what is the process for informing our parents of the items online for sale (Face Book)

3.) what more do we need to do to promote this- no change at this time

Apparel for Camp- football and cheer

1. have we chosen the items/ are they ordered. Camp shirts are ordered for football with those companies that have sponsored our program on the back. Jennifer has also placed her order for Cheer camp shirts.

2.) what additional steps do we need to take to wrap this section up for camp. Coaches meeting and organization of camp days.

**FUNDRAISING**

Cornhole tournament

1. food concession- approval of menu and cost; start time for setup in the kitchen area for food.

Menu reviewed and approved unanimously.

2.) Game/ events- are we doing items other than just the cornhole ie: games outside, face painting, etc. Face painter will not be there. Outside we will have some games for kids.

    a.) cost vs benefits- This is a fundraiser, and a profit needs to be made.

    b.) who is managing the outside non cornhole events. Ashley

3.) Prizes for the tournament-

  a.) Gun raffles- who is donating the items- Purchase Gun from Dimond D, selling tickets

  b.) Are tickets being printed to sell (when will they be ready, and where will they be sold, are we including the kids at training camp and practices) Going to Copycats, and will see when tickets will be available

  c.) Communication for the players and families- we need a plan for communicating to the coaches, families- suggest utilizing a mass email, or text system to generate sales- BLAST

4.) Who is on the clean-up- Sign ups / VFW?

5.) Money made from the event- when will we count, and when will we deposit into the bank.

Same day count. Banking on the first business day.

Season Raffle

1. Need to decide items to raffle- ie: guns, motorcycle, kayaks, fishing trips, possibly BBQ pits etc.  Moved to purchase Motorcycle by Jessie. Jennifer Second- Board unanimously approved. $3045. Will approximate 10k in return.
2. Printing tickets- decide on number of tickets per kid, and incentive for kids on increasing sales of tickets.  (Suggestion top sales for league, age group and give prizes for these kids) 1000 tickets to start books of 10- 1 for each kid.
3. Decide where we will have tickets available to sell at games and in the community if applicable. Gun for corn hole will be sole by families and at practice.
4. Decide on where the drawing will be held. Motorcycle at end of the season Banquet. TBD

Passive income

1.) Online donation system- who is the process owner for implementation. Blast (Jessie)

2.) Best way to process signups and get the information out- Blast, Blue Sombrero, Face Book

3.) How will we continue to advertise to get engagement from kids, and families, Blast, Blue Sombrero, Face Book

**Equipment**

The Head Coaches meeting held on 6/2 at Conex to review full staffing of equipment, and inventory to make purchases. Breakdown of Equipment requesting to be purchased. Dan, Travis, Andy, Colt, Helena, Nate present.

1. Jerseys- breakdown of cost

Full Jersey Invoice to complete full Staffing of Jerseys. $7238.00 in addition to the ones already in stock (Approx. 4k). Jerseys will be utilized for 2 years, pending resolution.

to needs of other equipment. This will be instead of players keeping their Jersey at the end of the season. (Looking to provide a personalized Sweatshirt @ banquet instead. This will allow us to have more time to fundraise.) Invoice for $5839.92 approved for the remaining jerseys needed to fit all teams. Nate moved to approve, Jessie Seconded, Board

unanimously approved.

  a.) Flat cost of jersey replacement each season based on last year's numbers (one jersey for one kid with some extra inventory)

  b.) Cost of replenishing all the jerseys to achieve PAR level this year using existing Riddell jerseys.  (PAR level for all 4 age groups x cost per jersey)

  c.) Decision to move forward- Decision was made to have fittings 2 different nights with 2 teams each night to determine the need of jerseys, pads, pants, etc. Pending the amount of other gear needing to be purchased/ replaced.

2.) Pads- breakdown of what is needed to be purchased this season. Replacement of pads $2450.00. Approval of invoice payment for the amount of $2450 was unanimously decided. Jessie moved to Approve; Valerie seconded.

  a.) plan for replacement preseason/ postseason. Budget for continuing to replace pads each season.

3.) Helmets – Many of our helmets will expire in the next 2 seasons; The last time more than 10 helmets were replaced was 8 years ago. Helmets have a 10-year life span. Estimate $1,650.00 for recert (This year)

  a.) status of Recertification of helmets (Should be delivered 2nd week of July)

  b.) Beginning plan for helmet replacement next year (approx. 80 helmets need replacing in the next 2 years) $15,600, and the remainder will need to be recertified. $2k. Plan for post season budget so equipment is replaced on a more frequent basis.

c.) Game pants- how many do we need to replace. $1785.71

Practice Pants-$1539.00 (Sponsorship $1130) = $409

Socks $445.00

6.) getting list of other vendors for pads, helmets, and jerseys to be able to shop post season. Helena Gathering vendors.

The Goal is to have full staffing of equipment. Buying equipment prior to April will save the league quite a bit of money. Since safety is out main concern, and we will need to replace pads, and pants prior to the season.

Pending Vote on Invoices after fittings.

**Photography**

1.) Vendors for taking kids pictures from professional photographers.

  a.) Met with last year's vendor to discuss issues. - Not having 2022 vendor back.

  b.) Possible solutions to use last year’s vendor.

  c.) Local possible vendors to use. - Jim Schiefelbein has been in contact. Pricing and pictures are good, will be in contact to schedule.

2.) game footage- no update from other programs. Huddle will be $1400 annually. (Pending)

  a.) decision on how we will film- Sign ups available for filming on sign up genius.

  b.) is it possible to get last years 14u kid to film-pending

c.) Camera Needed- Price/Sponsorship.

**Football/ Cheer Camp**

1.) Coaches meeting setup for 6/29/23 at 6pm on the field

2.) Involve the Varsity program

3.) Swag

4.) Field setup for new kids and families to understand where they go

5.) Concession

**Heat/ Hydration**

1.) Use Purple Air- air temp above 100 no pads, air quality need to get a reading parameter

  a.) communication tool on the field to let all coaches know when the temp has broken, recommend utilizing a green flag on the tennis courts when air temp drops so all parents, coaches and kids know we are cleared

  b.) Determine who at the practices ie board makes the decision on air temp

2.) Hydration items- coolers, cool rags, water bottles, racks

  a.) How will we make these items available during practice and on the game days- process owner by game, by day, etc.

  b.) Water hydration for kids during practice- will be discussed during coaches meeting on 6/29/23- education avail on National football webpage

  c.) do we go with fans on the sideline during game days?  est cost avg is around $350/ fan Amazon

3.) discussion of High school equipment for cooling and using items on Saturdays

Field Prep for games/ practices

1.) Have we given prelim schedule to highschool- All games have been requested via online.

2.) do we need to buy paint, or other items etc for game day. Yes 6-5 gallon buckets.

3.) Do we need to meet with anyone else at highschool level as a program (ie Maintenance, Athletic Dir etc). Met with maintenance. Porta potties will arrive prior to camp 7/10