

Board Meeting Minutes 01/18/23

Jan 18th, 2023 / 6:30 PM / 8994 CLEVELAND RD, CLAYTON NC / CPW ROOM

ATTENDEES

✓	Kivet Roseboro	Commissioner
	Alicia Cappelletti	Vice Commissioner
✓	Julie Price	Secretary
✓	Raven Simpson	Treasurer
✓	John Holt	Football Director
✓	Decarlo Simpson	Football Assistant Director
	Amanda Dean	Football Scholastics Director
✓	Chezna Jones	Football Concessions Director
✓	Rachel Fincher	Football Equipment & Field Director
✓	Josalynn Hecker	Football Volunteer & Social Media Director
✓	Cassie Davis	Football At Large
✓	Angie Rosario	Cheer Director
	Kennadi Rosaio	Cheer Assistant Director
	Alison Argott	Cheer Scholastics Director
✓	Christenna Hutchins	Cheer Fundraising Director
	Lauren Buie	Cheer Equipment & Field Director
✓	Heather Baker	Cheer Volunteer & Social Media Director
✓	Jalisa Britt	Cheer At Large
	OPEN	Cheer Concessions Director
	OPEN	Football Fundraising Director

MEETING WAS CALLED TO ORDER

- BY: Kivert Roseboro
- AT: 6:35pm

MINUTES FROM LAST MEETING READ

- BY: Kivet Roseboro

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PRESENTMENTS

Treasurer's Report

- Kivet, Raven, and Christenna will go to the bank on 1/19/22 to add update authorized users & sign signature card, order debit card & checks
- Account Update
 - General Funds: \$18,502.55
 - NAME(?):\$12,708.08
 - Credit Card: \$255.06 (will be paid off asap)

Football Report

- CFF met on 1/17/23 but no updates since the regional meeting has not been had yet.
- There are (2) possible teams joining the league. This will be voted in at the CFF level.
- In June we will discuss what we can fill for teams.
- Tiny will now be age based and beginning at 6U move to weight based.
- Thank you to all who have shared the flier on social media, have received a few calls interested in coaching
- We need registration opened by the 1/28/23 so we offer pre-registration at ALA Winterfest Event (11am-3PM)
- Flag Football is ages K-8
- Spring registration will be \$90 with an option to make a non-refundable \$50 deposit for fall football
- Fall budget to be based off 80 athletes (last year had 86 sign up)
- Flag Football Dates
 - 1st practice - 3/4/23
 - 1st game - 3/18/23
 - Last game - 5/13
- Tentative Camp Dates
 - 2/25/23
 - 3/18/23? - may need to move due to 1st game same day
 - 4/15/23
 - 5/20/23

Cheer Report

- Cheer is moving to year-round schedule; season will be 8/1 -7/31
 - Practice from April to June
 - Take July off
 - Practice August to January
 - Take February off
- Registration to close the last sunday of the first week in April so teams will be set for the year; practice to begin second week of April
- Placement of team will based on age as of August 1st
- Budget to be based off 70 athletes (last year had 79 sign up)

Scholastics Report

- Qualifying athlete list will be out in February; Banquet date TBD

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Concessions Report

- Need to create/share budget with Chezna (approximately \$6000 based on last year)

Fundraising Report

- PNC has now updated for us to work through Hockey Season
- Tinys Krispy Kreme fundraiser will end as of 1/31/23
- Canning is a Varsity specific fundraiser; next dates are on 1/28 and 2/4
- Once Christenna has bank account access, she will be able to verify and confirm amounts but everything posted thus far is pretty accurate
- Working with Walnut Creek to get availability there
- Setting up canning opportunities at Harris Teeter this Summer
- Highly recommend bringing the chocolate bar fundraiser back - this was very successful this past year
- Fundraising Season: January - December
- Need to review contract with PNC - believe we should be receiving 11% of food sales and we are currently receiving 10%
- Recommend we adopt a stand at PNC
 - Would need to be done at renew of contract (renews in June)
 - We would be required to staff every Hockey & Basketball game, and (7) events; can pull from other group associations if needed
 - We are interested in stand 301 (Buena Papa) - this has been a very profitable stand for us

Volunteer & Social Media Report

- Created a separate Facebook account so username/password can be passed along to future organizers therefore it will no longer be attached to anyone's personal account
- Created an email for parents to send pictures
- Created a TikTok account as another social media avenue
- Working on accessing and updating website
- Posted the ALA Winterfest Event flyer to community pages
- When sharing CPWA information on social media, as a board, we need to like and comment on each others posts to keep it relevant and organically boosted
- Finishing up video for Varsity going to Globals
- Creating Registration Voucher for Free Flag Football Registration or \$50 off Cheer Registration (since its now year-round)
- This year we would like to start implementing "Highlights" such as coaches, board members, athletes, etc. This will allow all members of the organization to get to know each other
- Once AUD's and emergency response plan is in place, would like to share information as a post

Equipment & Field Report - Cheer

- No report

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Equipment & Field Report - Football

- Helmet reconditioning scheduled for 1/27/23
- Ordering socks
- Need to re-do tool kits
- Will be changing fall jerseys to match helmet (approx \$55-60/jersey)
 - Collaborate with Lauren for game day cheer uniforms to match

UNFINISHED BUSINESS

- Who is heading up printing/distribution of flyers to put in schools?
- Finalize registration prices for Cheer and Fall Football
 - 2022 Cheer Budget was \$14,820
 - 2022 Football Budget was \$17,000
 - 2022 Registration was \$250/athlete
 - \$150 goes to kids
 - \$100 goes to overhead costs
- SOP Review date TBD - need to cut back 75 pages and reference CPWA specific items only
- Securing AUD and updating/creating emergency response plan
- Filing of 2021 taxes

NEW BUSINESS

- This year we will focus on working within our committees and using our board meeting as a place to present what was discussed and decided upon within the committee
- If something cannot be resolved within the committee, then bring it to the boards attention to vote
- We will use Google Slides and share with the board for each committee to add their topic of discussion for next board meeting

MEETING END

- BY: Kivert Roseboro
- AT: 8:20pm

NEXT MEETING

- Wednesday 2/22/2023 (first Wednesday after the third Tuesday)

ACTION ITEMS

- ★ **KIVET:** Reach out to Johnston County Public School ASAP to get permission to pass out flyers
- ★ **KIVET & CHRISTEENA:** Review contract with PNC for the percentage of sales with should receive from food sales
- ★ **JULIE & KIVET:** Create and share Google Slide with board members