NHSBFAA Executive Meeting : 7/26/21 @ 7:00 PM

Meeting in Person – Carolina Brewery

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Executive Officers |  |  |  |  |  |  |  |
| **Present** | **Not Present** | **Member** |  | **Position** | **NHS BFAA Voting Member** | **NHS BFAA Elected or Appointed Position** | **NHS BFAA Term Length** | **Individual Term Length** |
|  |  | George Gilson Jr. |  | President | Yes | Elected | 1yr\* | 2/17/2020 to 7/31/2021 |
|  |  | Chad Haddix |  | Vice-President | Yes | Elected | 2yr | 2/17/2020 to 7/31/2022 |
|  |  | Mandy Forbes |  | Treasury (1) | Yes | Elected | 2yr | 5/1/2019 to 7/31/2021 |
|  |  | Johnny Hill |  | Treasury (2) | Yes | Elected | 2yr | 5/1/2019 to 7/31/2021 |
|  |  | 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** |
|  |  | Dr. Walston |  | Principal | No | N/A | N/A | N/A |
|  |  | Cameron Vernon |  | Athletic Director (1) | No | N/A | N/A | N/A |
|  |  |  Jason Amy |  | Athletic Director (2) | No | N/A | N/A | N/A |
|  |  | 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 |
|  |  | Joni Bowling |  | Treasurer or Asst Treasurer - TBD | Yes | Elected | 2 Yr | 6/17/21 to 7/31/2023 |
|  |  |  |  |  |  |  |  |  |
| 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** |
|  |  | Gene Galin |  | Website Chair | Yes | Appt by President | 1yr | 5/1/2019 to 7/31/2021 |
|  |  | Craig Adams |  | Concession Chair | Yes | Appt by President | 1yr | 2/17/2020 to 7/31/2021 |
|  |  |  Beth Davis |  | Seasonal Program Chair | No | Appt by President | 1yr | 7/13/2020 to 7/31/2021 |
|  |  | 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** |
|   |    | Wanda Bland |  | Alumni Chair | No | Appt by President | 1yr |  |
|  |  | 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.

|  |  |  |
| --- | --- | --- |
| **xTopic** | **Agenda / Minutes** | **Attachments / Actions** |
| Call to Order | * Call the meeting to order: George Gilson
	+ Meeting Called / Opened by: George Gilson
	+ Time:
	+ Motion:
	+ 2nd::
	+ Vote :
 |  |
| Roll Call | * Attendance
 |  |
| Approval of Agenda | * Executive Meeting Agenda for 7/26/21 emailed on 7/23/21.
* Motion to approve Executive Meeting Agenda for 7/26/21:
	+ Motion:
	+ 2nd:
	+ Vote:
 |  |
| Approval of Minutes | * General Meeting Minutes for 7/19/21 emailed on 7/20/21:
* Motion to approve General Meeting Minutes from 7/19/21:
	+ Motion:
	+ 2nd:
	+ Vote:
 |  |
| **Executive Officer Reports** |
| President’s Report: > George Gilson Jr. | 1. Bylaw Amendments
2. Jack Shaner Planning and Volunteers
 | .. |
| Vice-President Report: > Chad Haddix | * Updates:
 |  |
| Treasurer’s Report: > Mandy Forbes & Johnny Hill | * **Tax filings / IRS Information: Johnny**
	+ Johnny faxed the request for waiver of penalty for 2019 990 Return, to the IRS on 7/22/21.
	+ IRS confirmed waiver of 2018 990 Late Filing Penalty
	+ 2017 945 Late Filing Penalty Waiver has not been officially confirmed as of yet. Status Pending
	+ 2020 990 Form was filed on time and is in compliance
* **Incoming Check Request and/or Purchase Orders & Fundraiser Requests – Treasurer’s / Report**
* **NHSBFAA Check Fund Check Requests**
1. David Miller submitted a check request for Baseball in the amount of $200.00 to be paid to Mid State Officials Association for umpires for scrimmages

-Motion to Approve:-2nd:-Vote:1. Sherri Stubbs / Rebecca Johnson submitted a check request for Cheerleading in the amount of $538.60 to be paid to M2 graphics for camp t-shirts

This was voted on and approved via email on 7/20/21Motion: Joni Bowling2nd: Johnny HillVote: Majority Approval* **Treasurer Transition: BH, Mandy, Johnny**
* When will Joni be officially taking over Johnny’s position and voting accordingly?
 |  |
| **Directors Reports** |
| Principal: > Dr Walston | * **N/A**
 |  |

|  |  |  |
| --- | --- | --- |
| Athletic Directors: > Cameron Vernon & Jason Amy | * **Updates & Direction:**
* Mattress Sale Info
* Tickets for Chicken Poop Fundraiser
* Programs for Fall, Winter, and Spring – Printer
* Caroline Murrell State Championship Ring
* **NHS / NCHSAAA Schedule Updates:**
 |  |
| VP Membership: > Barclay Spotz | * + Updates
 |  |
| VP Fundraising: > Open – George Gilson to Give Report | 1. **Approved & In-Progress Fundraiser’s:**

**Updates*** 1. Fund-A-Need Drive Improvement Suggestions & Outreach

**Pending & In-Development Fundraisers**1. **Mattress Sale on August 28th at Northwood HS Gym**

**Suggested Fundraisers: Planning & Details*** 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. Chicken Poop Fundraiser
	6. Welford Harris Drive for UR School

**On-Hold Fundraisers:** due to COVID-19:* 1. Ford Drive for UR School – Brian Holleran/Cameron Vernon
		1. Moved to Q1/Q2 2022
	2. ’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**
 |  |
|  |  |  |
| **Chairs of Standing Committees** |
| Webmaster: > Gene Galin | * **NHSBFAA Newsletter Update**
* **Suggested Changes to Website, E-mail System, and Newsletter / Social Communications**

**Website updates: General updates, Team specific, Club specific, Fund-a-Need tracking** |  |
| Concession: > Craig Adams | * **Update on application for full concessions.**
* **Concession Volunteer Planning**

Three open Positions on Concession Team:* + Craig Adams – Lead
	+ Open – Parent/Liaison Concession Training Led
	+ Open Concession (Health Board)
	+ Open Concession (Health Board)
 |  |
| Seasonal Program Chair: > Beth Davis  | **Programs to Be Completed: Planning for 2021-2022 Season** |  |
| 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
* Ideas to help get more sales funneled through the Sprit Store
 |  |
| Corporate Sponsorship Chair: > George / AD-Vernon  | * Corporate Sponsorship Assignments and Updates, along with direction - 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.
* 7/23/21 - B&T HVAC has committed to a Visionary Sponsorship. Awaiting Completed Form and Check
* 7/25/21 – Hope Crossing committed to a Gold Sponsorship on 7/21/21. I picked up the check and will send their sponsorship form to Mandy / Joni
* Did we receive the Subway check for $1000 as of yet
 |  |
| **Additional Chairs** |
| Alumni Chair: > Wanda Bland | * Plan for Alumni Involvement – Alumni Night Ideas, Hall of Fame, Alumni Tracking and Outreach Program, Alumni Fundraising and Involvement, and List Update:Still awaiting on email list
 |  |
| Communication Chair: > Gene Galin | * Updates:
 |  |
| **Additional Topics & Future Meeting Dates** |
| Additional Topics | * Any?
 |  |
| Future Meeting Dates | General Meetings: First Monday of every monthExecutive Meetings: Second Monday of every month, Unless Otherwise Changed.Upcoming Meeting Dates:August 23rd – General MeetingAugust 30th – Executive Meeting |  |
| **Meeting Adjourn** |
| Meeting Adjourn | * Motion to call meeting:
	+ 2nd:
	+ Vote:
 |  |