

NHSBFAA General Meeting Agenda – 7/13/2020

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		Brian Holleran	President	Yes	Elected	1yr*	2/17/2020 to 7/31/2021
x		George Gilson Jr	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		Johnny Hill	Treasury (2)	Yes	Elected	2yr	5/1/2019 to 7/31/2021
x		Jen Morgan	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
	x	Dr. Walston	Principal	No	N/A	N/A	N/A
x		Cameron Vernon	Athletic Director (1)	No	N/A	N/A	N/A
x		Jason Amy	Athletic Director (2)	No	N/A	N/A	N/A
x		Barclay Spatz	VP of Membership	Yes	Elected	2yr	5/1/2019 to 7/31/2021
x		Ivye Arnold	VP of Fundraising	Yes	Elected	2yr	2/17/2020 to 7/31/2022
x		Lance Kupka	VP of Group Relations	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		Frances Grant / Beth Davis	Website Chair	Yes	Appt by President	1yr	5/1/2019 to 7/31/2020
x		Craig Adams	Concession Chair	Yes	Appt by President	1yr	2/17/2020 to 7/31/2021
--		Open	Seasonal Program Chair	No	Appt by President	1yr	Open
		Tami McGraw	Merchandise Spirit Chair	No	Appt by President	1yr	5/20/2020 to 7/31/2020
--		Open	Corporate Sponsorship Chair	No	Appt by President	1yr	Open

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 Rone (?)	Alumni Chair	No	Appt by President	1yr	2/17/2020 to 7/31/2021
x		Beth Davis	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 be 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.

Topic	Agenda / Minutes	Attachments / Actions
Call to Order	<ul style="list-style-type: none"> • Call the meeting to order: <ul style="list-style-type: none"> ○ Meeting Called / Opened by: Brian ○ Time: 7:02pm ○ 1st: George Gilson ○ 2nd: Cameron Isenhour 	
Roll Call	<ul style="list-style-type: none"> • Attendance 	See above Pasted below I have a screen shot of the Zoom meeting participants
Approval of Agenda	<ul style="list-style-type: none"> • Agenda emailed: 7/7/2020 • Motion to approve Meeting Agenda 7/13/2020: <ul style="list-style-type: none"> ○ Motioned approved by (1st): George Gilson ○ Motioned approved by (2nd): Cameron Isenhour 	
Approval of Minutes	<ul style="list-style-type: none"> • Located and posted on NHSBFAA Website (6/12/2020) <ul style="list-style-type: none"> ○ Charger Card - \$20 charge to teams for missing cards (Johnny, George, Cam) • Motion to approve General Meeting Minutes from 6/8/2020 Executive Mgt <ul style="list-style-type: none"> ○ Motioned approved by (1st): George Gilson ○ Motioned approved by (2nd): Sherry Stubbs 	
Executive Officer Reports		
President's Report: > Brian Holleran	<ul style="list-style-type: none"> • Updates 	Cameron, Jason & Brian working through things like we are having a full season.
Vice-President Report: > George Gilson Jr	<ul style="list-style-type: none"> • Updates 	<ul style="list-style-type: none"> • Have not received a response from liaison for UNC concessions, Armark, with regard to safety protocols and where we are with alcohol sales etc. I will pass along anything I hear via email. • I have 2 NHSBFAA approval forms that Mandy dropped off. Both from Sherry. Fundraising goals- will scan them in so everyone can see and approve.
Treasurer's Report: > Mandy Forbes & Johnny Hill	<ul style="list-style-type: none"> • Financial update: Johnny/Mandy <ul style="list-style-type: none"> ○ Reports available through 30 June • IRS Information: Johnny <ul style="list-style-type: none"> ○ Compliance Update (Johnny sent follow-up to group on 7/7/2020) • Audit Update: BH <ul style="list-style-type: none"> ○ Confirm with Kyle Corum: Bernard, Robinson & Company ○ Kyle is now taking the lead – has reached out to Johnny/Mandy and myself • Need to discuss PayPal / GoFundMe / Vanco – Frances, Brian, Mandy, Johnny, Iyve – what is process and who moves money from PayPal to NHSBFAA accounts 	<ul style="list-style-type: none"> • Couple questions on UNC concession dollars for a tennis match. Confirming if it was for men's or women's. • Compliance received for 945 form. We already had that signed, Rick faxed it over. Trying to get in touch with contacts- no one answering so I physically mailed the info. We have provided everything to them- this is the second time it was provided. • Completed by end of August is the hope. • PayPal process will be Johnny to transfer funds manually from PayPal to our account. • Johnny said If there's anything else anyone wants analysis on, let him know and he's more than happy to pull that slice of data.
Directors Reports		
Principal: > Dr Walston	<ul style="list-style-type: none"> • Updates & Direction: 	N/A
Athletic Directors: > Cameron Vernon & Jason Amy	<ul style="list-style-type: none"> • Updates • Dead Period update • Fall Sports updates • Long-term updates 	<ul style="list-style-type: none"> • Vernon- started workouts last week with a lot of guidelines in place. Coaches, parents, students are all doing a good job following guidelines. Should find out more about sports once the governor decides what our direction will be. • Jason- no other updates. • What about the Jamboree? Vernon said we have to see what NCHSAA says the pre-season and season will look like.

		This is considered a pre-season scrimmage. If we can't have a pre-season, we probably can't do it.
VP Membership: > Barclay Spotz	<ul style="list-style-type: none"> • Updates • Facebook – Fund-a-Need (no processing fee's) 	<ul style="list-style-type: none"> • 51 members on Remind- several people joining every week, so seems people are paying attention. • Ready to get a new card out quickly once we find out what is going on • Revenue building from GoFundMe, they take \$.30/donation and 2.9% which is the way most platforms are run. • FB may not have a processing fee since we are a non-profit. Brian will look into this again.
VP Fundraising: > Ivey Arnold	<ul style="list-style-type: none"> • Approved: Fundraiser's <ul style="list-style-type: none"> ○ 2020-2021 Charger Card: Brian Holleran <ul style="list-style-type: none"> ▪ Selling Timeframe: Aug. 1st to September 18, 2020; ▪ All unsold cards returned back to NHSBFAA; Lost or unreturned cards will result in \$20 charge to teams/clubs ▪ Sports teams Cards: Will be distributed to AD-Vernon week of July 13th ▪ CTE cards: TBD ○ UNC Concessions: George Gilson Jr. <ul style="list-style-type: none"> ▪ CTE Programs: Booth 121 – Owner/Liaison (?? / Lance Kupka) ▪ Booth 120: Athletics Programs – Owner/Liaison George Gilson ○ Amazon Smile: Set-up and Running – Thank You Frances Grant ○ '20-'21 Spirit Store – Tami McGraw / Brian Holleran ○ '20-'21 Reverse Raffle – Owner/Committee ?? <ul style="list-style-type: none"> ▪ Goal to sell 10,000 Tickets, raising \$200K, 80% going into resource fund & 20% going to payout ▪ Timeframe: Oct to Feb (Details to be worked out by committee) ▪ Committee members established: ○ Ford Drive for UR School – Brian Holleran/Cameron Vernon <ul style="list-style-type: none"> ▪ Timing TBD; due to Covid-19 ○ XC – NHS Charger XC Pledge (6/15/2020 – 7/31/2020) - Isenhour ○ XC – Ronald Horton XC Invitational (9/19/2020) - Isenhour ○ XC –2nd Annual Charger Stampede 5K Walk/Run (17 Oct) - Isenhour • Pending & In-Development Fundraiser: Updates <ul style="list-style-type: none"> ○ Harris Teeter Vic Card - Ivey Arnold ○ Lowes Food Stores – Ivey Arnold ○ '20-'21 Fall Program Sponsorships – Brian/Cameron/All ○ Mattress Sale – Cameron Vernon <ul style="list-style-type: none"> ▪ Working to re-establish date with Clint • Submitted Fundraiser's to NHSBFAA for approval: 	<ul style="list-style-type: none"> • Brian has all the charger cards • 1425 cards out of 1500 requested! • Put something up on our website for people to purchase • Start selling 01 Aug • Spirit Store in works with M2 to have our store open year round with 3-4 logo options per team. Ads & Dr. Walston are finalizing the logos so we can move forward. • Reverse Raffle- need coaches, parents, and board members. Looking for someone to own it- <ul style="list-style-type: none"> ○ George volunteered to help; ○ Kori Mitchell (parent) would like to help ○ Alicia McFadden also joined ○ Johnny, Ivey, Barclay will also like to be involved. ○ Coach Isenhour volunteered to help ○ Robin Algood is a good resource • Registration for 5k will be sent out once we hear from Governor this week • HT & Lowes will have codes available in August • Waiting to hear from Gov Cooper on what will happen with schools in the fall to make decisions on any of the fundraisers • Ivey & Brian talking to another company about a program like Charger Cards
VP Group Relations & CTE Programs: > Lance Kupka	<ul style="list-style-type: none"> • Updates 	<p>Virtual competition will continue.</p> <ul style="list-style-type: none"> - HOSA State Competition April 7-10,2021 in Greensboro - ILC June 23-26, 2021, Orlando FL if not virtual
Chairs of Standing Committees		
Website: > Frances Grant / Beth Davis / Brian Holleran	<ul style="list-style-type: none"> • Welcome Beth Davis • Fund-a-Need Pages established <ul style="list-style-type: none"> ○ Need to discuss set-up of PayPal buttons; do we included PayPal processing fees into amount, or do we just absorb fees as a cost of doing business. (see attached example for more details) • THANK YOU, FRANCES, for your help the past 7yrs with NHSBFAA 	<ul style="list-style-type: none"> • Website will show an option to donate funds to a specific need. There will be a Buy Now to donate 100% of the ask; percentage options; specific amount options. • For electronic donations, there will be a convenience fee and processing fee charged per transaction. • Should we charge the person donating? Eat the cost? Other? • Maybe provide option to mail a check to eliminate processing fees.

		<ul style="list-style-type: none"> • Consensus to NOT add in fees, provide option to pay it, provide option to mail it in. Otherwise, we will eat the cost • Intro Beth Davis
<p>Concession: > Craig Adams, Avis Bell</p>	<ul style="list-style-type: none"> • Two open Positions on Concession Team: <ul style="list-style-type: none"> ◦ Craig Adams – Led ◦ Avis Bell – Parent/Liaison Concession Training Led ◦ Open Concession (Health Board) ◦ Open Concession (Health Board) • What prep work do we need to do in order for us to open stands <ul style="list-style-type: none"> ◦ CV-19 related items? 	<p>Nothing has changed. Coke is trying to get us individual Coke bottles. Rep has been on vacation. Craig will follow up with him next week to get an update.</p>
<p>Seasonal Program Chair: > Open >> Brian Holleran / AD's</p>	<ul style="list-style-type: none"> • 2020-2021 Fall Programs & Schedule Posters <ul style="list-style-type: none"> ◦ Fall Dates are now confirmed – Coach Vernon • 2020-2021 Winter Programs • 2020-2021 Spring Programs 	<ul style="list-style-type: none"> • Brian working on the programs in Adobe Illustrator • Kori offered to take the Seasonal Chair
<p>Merchandise & Spirit Chair: > Tami McGraw >> Brian Holleran / AD – Cameron Vernon / Barclay</p>	<ul style="list-style-type: none"> • Logo/Color scheme – needs to be approved by Dr. Walston & AD's prior to moving forward with any production <ul style="list-style-type: none"> ◦ Looking to have 3 or 4 designs for each individual team/club; while maintaining a similar look across all designs • Working with M2 on setting up merchandise store that will remain year-round; looking at possibly having store up and running during Football & Basketball games • Stadium Seatback Chair – CTE Program – possibility 	
<p>Corporate Sponsorship Chair: > Open >> Brian Holleran / George Gilson Jr / AD's</p>	<ul style="list-style-type: none"> • 2020-2021 Sponsorship Packages – Review and discuss • CV-19 Impact on Sponsorships • Need to align with Baseball/softball on previous commitments <ul style="list-style-type: none"> ◦ Cameron/Brian to set-up meeting with Dave Miller & Butch (?), to discuss and align 	<ul style="list-style-type: none"> • Alex Brinker volunteered to help out with Corporate Sponsorships • Jason Amy said he has spoken to a few people to keep good rapport; but hasn't approached anyone yet until we know the season will get going. • Coach Randy Cox asked if we have clarified what sponsorship program is going to look like given online advertising. • Yes, working on closing out topic with baseball & softball then we will communicate this.
Additional Chairs		
<p>Alumni Chair: > Wonda Rone (?)</p>	<ul style="list-style-type: none"> • Updates 	<ul style="list-style-type: none"> • Barclay has not gotten in touch with Wanda; Avis doesn't think she wants to continue to be involved.
<p>Communication Chair: > Beth Davis</p>	<ul style="list-style-type: none"> • Updates • Facebook – Fund-a-Need (no processing fee's) • Chatham County Chamber of Commerce – we can add information into Newsletter to promotes events/programs/etc – example 5K Fundraising event 	
Additional Topics & Future Meeting Dates		
<p>Additional Topics</p>		
<p>Future Meeting Dates</p>	<p>General Meetings: Second Monday of every month Executive Meetings: First Monday of every other month</p> <p>Upcoming Meeting Dates:</p> <ul style="list-style-type: none"> • August 3rd, 2020 – Executive Meeting 	

	<ul style="list-style-type: none"> • August 10th, 2020 – General Meeting • September 14th, 2020 – General Meeting 	
Meeting Adjourn		
Meeting Adjourn	<ul style="list-style-type: none"> • Motion to call meeting at: (Time) 8:16pm <ul style="list-style-type: none"> ○ Motion approved by (1st): George Gilson ○ Motion approved by (2nd): Frances Grant 	

From Kori Mitchell to Everyone: (8:14 PM) I wasn't on the original email. My contact info is korinc37@gmail.com My number is 919-500-3795

From Alisha McFadden to Everyone: (8:15 PM) Alisha McFadden 919-434-7401 alishamc19@gmail.com

Participants (25)

Search

- Jennifer Morgan (me)
- Brian Holleran (Host)
- alex
- George Gilson Jr.
- Kori Mitchell
- Albert
- Alisha McFadden
- Barclay Spatz
- Beth Davis
- Cameron Isenhour
- Cameron Vernon
- Craig
- Frances Grant
- Jane Corrado
- Jason Amy
- Johnny Hill
- Kevin Forster
- Lance Kupka
- Mandy's Iphone
- natje's iPhone
- Randy Cox
- Rebecca Johnson
- RICHARD ARNOLD
- Ryan Armstrong
- Sherri Stubbs