NHSBFAA General Meeting Minutes: 8/23/21 @ 7:00 PM

Zoom Link: <https://us02web.zoom.us/j/89516824067?pwd=S1grRkt5ekNlSzJsZ0U1djJOK25pUT09>

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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 | |
|  |  | Chad Haddix | | Vice-President | | Yes | | Elected | | 2yr | | 2/17/2020 to 7/31/2022 | |
| X |  | Joni Bowling | | Treasury (1) | | Yes | | Elected | | 2yr | | 5/1/2019 to 7/31/2021 | |
|  |  | Open | | 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** | |
| 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** | |
|  |  | 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 Gilson   + Time: 7:04pm   + Motion to open meeting by (1st): Beth   + Motion to open meeting by (2nd): Cameron I   + Vote: Unanimous |  |
| Roll Call | * Attendance |  |
| Approval of Agenda | * General Meeting Agenda emailed 8/20/21 * Motion to approve General Meeting Agenda for 8/23/21:   + Motioned to approve Meeting Agenda by (1st): Gene   + Motioned to approve Meeting Agenda by (2nd):Craig   + Vote: Unanimous |  |
| Approval of Minutes | * Executive Meeting minutes for 8/1/21 posted onto NHSBFAA website 8/2/21 * Motion to approve Executive Meeting Minutes from 8/1/21:   + Motion to approve by (1st): Gene   + Motion to approve by (2nd): Joni   + Vote: Unanimous |  |
| **Executive Officer Reports** | | |
| President’s Report: > George Gilson jr. | * Melissa Korey for Assistant Treasurer discussion and Vote   Discussion  Motion: Sherri Stubs  2nd: Craig  Vote: Unanimous   * We are getting quite a bit of activity on PayPal for donations for various sports as well as incoming sponsorships. Keep up the good work getting the word out to parents, businesses, and alumni * Need help generating more participation in NHS concession stand volunteering for Football, Meals, and UNC Concessions: Barclay sent email to parents and assigned them, it worked out well. * UNC Concessions – Background Checks (new this year): but most spots are already filled so far, which is excellent. |  |
| Vice-President Report: Chad Haddix | * **General Update: No updates** |  |
| Treasurer’s Report: > Joni Bowling | * **Financial update: Joni**   + Financials for July were sent via email on 8/18/21   -All financials are posted to website and open for anyone to view.  Melissa will be added to the bank and Debit card  **General Procedural and Policy Update Based on Discussions with George and Cameron**   * **IRS / Fortis Update: Joni**: we are keeping Fortis right now If you know someone who would volunteer to do audit for 501C * **Incoming Check Request and/or Purchase Orders – Treasurer’s / Board** * **NHSBFAA Check Requests & Deposits:**   **CHECKS/DEBITS**  **● Sam’s Club - $150.14**  **Sport –Resource Fund – Concession**  **● Omni Cheer - $38.48**  **Sport –Cheer – Bows**  **● Amazon - $96.29**  **Sport – Men’s Soccer- Camera Tripod**  **● Check# 4083 – M2Graphics - $239.00**  **Sport – Lacrosse Summer Camp Shirts**  **● Check# 4084 – Chatham County Environmental Health - $75.00**  **Sport – Resource Fund (Field House Concession Stand Permit)**  **● Check #4805 – Katy Gilliam - $102.00**  **Sport – Women’s Lacrosse – Summer Camp Coach**  **● Check #4806 – Mid State Officials Association - $200.00**  **Sport – Baseball**  **● ProTuff Decals - $392.40**  **Sport –Football (Helmet stickers)**  **● Check# 4088 – Chatham County Environmental Health - $75.00**  **Sport – Resource Fund (Gym Concession Stand Permit)**  **● Cash Withdraw $300.00 Football Stand, $150 Volleyball Cash Box StartUp Funds**  **Sport – Resource Fund**  **● Check# 4089 – M2Graphics - $2,227.06**  **Sport – Resource Fund - Jamboree T-shirts**  **● Sam’s Club - $520.06**  **Sport – Resource Fund (Concession Stand Supplies)**  **● Costco - $70.98**  **Sport – Resource Fund (Concession Stand Supplies)**  **● Academy Sports - $107.24**  **Sport – Resource Fund (Tent for Grill - per Health Inspection Requirements)**  **● ACH – NC Department of Revenue- $25.32**  **Sport – Resource Fund (Concession Stand Sales Tax - July 2021)**  **● Debit Card – Lowe’s - $21.37**  **Sport – Resource Fund (Propane Tank for Jamboree Grill Hot Dogs)**  **● M2Graphics - $85.60**  **Sport – Men’s Lacrosse (Camp t-shirts)**  **● STH Endzone - $68.00**  **Sport – Football (Camera Tilt for games)**  **● Check #4090 – M2Graphics - $317.70**  **Sport – Football Coach Polos**   * **Cameron Vernon submitted a check request from the Resource Fund on 8/4/21 in the amount of $640.50 paid to LD Williams for sponsorship signs.**   **Motion: Anne**  **2nd: Craig**  **Vote: Unanimous**   * **Fundraising Requests Reminder:** 10% of fundraisers is going to Resource funds.   Concessions funds for Football and Basketball will now be allocated at the end of the year.  Raffles during the games: 10% going to Resource Fund as well.   1. **David Miller sent in a request for a Hit-A-Thon Baseball Fundraiser on 8/16/21 to raise $2500 for jerseys on Oct 31st**   **Motion: Anne**  **2nd: Barclay**  **Vote: Unanimous**   1. **David Miller sent in a fundraiser request for a Charger Baseball Camp on June 13-16 2022 to raise $2000 for the baseball facility**   **Motion: Sherri**  **2nd: Joni**  **Vote: Unanimous**   1. **David Miller sent in a fundraiser request for Baseball on 8/16/21 for a Pre-Season Baseball Camp to raise $2500 for screens for the baseball facility.**   **Motion: Beth**  **2nd: Craig**  **Vote: Unanimous**   * **SPONSORSHIPS**   **● Elizabeth’s Pizza - $750.00**  **● Fritsch Milling &amp; Sizing, Inc., 57 Grant Dr, Suite G, Pittsboro, NC - $1,500.00**  **● Ladies Fitness Center - $500.00**  **● State Farm - $2,000.00**  **● Central Electric - $500.00** |  |
| **Directors Reports** | | |
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| Athletic Directors: > Cameron Vernon & Jason Amy | * **Updates & Direction:**  1. **Athletics Update** : Soccer, Girls Tennis, Football 2. **Masks Indoors:** 3. **Chicken Poop Fundraiser:** Tickets sent out and ready to print. October 15th. Executive board cannot purchase but family can. 4. **Charger Card Sales Progress:** Football got the cards, Swimming and Soccer Girls did not get the cards yet. 5. **Connie Ferguson State Farm:**  will choose the athlete of the week. Quote drive: $10 for each quote given. Cocabooth theater: booth area to be raffled off as well. |  |
| VP Membership: > Barclay Spotz | * + **Updates:** Cards were given out at Open house and ran out of them   + **Senior Spirit Wear and** FatHeads (20 Football seniors, pics taken by Barclay. Senior Squad for Spirit Wear. |  |
| VP Fundraising: > Open – George Gilson to Report | * **Sponsorships – See Above New Sponsorships**   **-Update on progress on calling the list – Chad Haddix**   * **Submitted Fundraisers** to NHSBFAA for approval. See Above   **In Treasurer’s Report**   * **Pending & In-Development Fundraising:**  1. **Chicken Poop Fundraiser**  * **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 | Updates: Paypal account set up. Per Joni, remove the generic header i.e: Basketball and Soccer and keep only “Soccer Men” “Soccer Woman”   * Review of the email addresses * Facebook: Booster 87% increase in traffic. Parents seem to review; Top 5 post: Charger Cards; Football team.   Will post pics of Super Intendant visit.  If someone wants to have event posted, Gene will add Board members to be able to post.  Coaches have posted their rosters for some athletics |  |
| Concession: > Craig Adams | * 2021-2022 Concession Planning Discussion $9 per pizza right now, can be $8 if people help wrapping. * Concession Stand Volunteering Gene will look into Square for card reader. |  |
| Seasonal Program Chair: > Beth Davis | * **Programs – 2021-2022 – Discussion and Vote on Program Vendor or Self-Made Programs:** * Cameron had reasonable quote for design but the printing was too expensive.  Can we bundle with other school ? Cameron, we cannot wait for other school. |  |
| 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:** Need more information on what has been sold. ALL N seems to be very popular. |  |
| Corporate Sponsorship Chair: > Open – Report to Be Given By George Gilson | * Sponsorships Noted Above – I also was told that Moon Asian would be doing a ¼ page ad. She is supposed to call me this week to pick up a check and the forms. * Are we making sure that we are pulling through with our portion of the promised sponsorship benefits listed. |  |
| **Additional Chairs** | | |
| Alumni Chair: > Wanda Bland | * **Updates from Wanda:** Alumni List and Involvement Plan and Status |  |
| Communication Chair: > Gene Galin | * **Updates from Gene: nothing more** |  |
| **Additional Topics & Future Meeting Dates** | | |
| Additional Topics | Additional Topics? |  |
| Future Meeting Dates | General Meetings: **First** Monday of every month  Executive Meetings: **Second** Monday of every month  Upcoming Meeting Dates:   * Exec Committee Meeting Aug 30th – Carolina Brewery 7:30pm * General Meeting – 9/13/21 * Executive Meeting – 9/20/21 – Carolina Brewery |  |
| **Meeting Adjourn** | | |
| Meeting Adjourn | * Motion to call meeting at: 8:30pm   + Motion approved by (1st): Sherri   + Motion approved by (2nd): Anne   + Vote: Unanimous |  |