

NHSBFAA General Meeting Agenda – 8/10/2020

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	Beth Davis	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		Kori Mitchell	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
	x	Alex Brinker	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
		open	Alumni Chair	No	Appt by President	1yr	
	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: ○ Time: 7:01pm ○ 1st: George Gilson ○ 2nd: Barclay Spotz 	
Roll Call	<ul style="list-style-type: none"> • Attendance 	
Approval of Agenda	<ul style="list-style-type: none"> • Agenda emailed: 8/4/2020 • Motion to approve Meeting Agenda 8/10/2020: <ul style="list-style-type: none"> ○ Motioned approved by (1st): George Gilson ○ Motioned approved by (2nd): Craig Adams 	
Approval of Minutes	<ul style="list-style-type: none"> • Executive meeting minutes posted onto NHSBFAA website: 8/4/2020 • Motion to approve General Meeting Minutes from 8/4/2020: <ul style="list-style-type: none"> ○ Motioned approved by (1st): George Gilson ○ Motioned approved by (2nd): Barclay Spotz 	
Executive Officer Reports		
President's Report: > Brian Holleran	<ul style="list-style-type: none"> • Updates • AG Update regarding Reverse Raffle <ul style="list-style-type: none"> ○ 2 calls into AG waiting to hear back from that office 	
Vice-President Report: > George Gilson Jr	<ul style="list-style-type: none"> • Updates • UNC Concessions <ul style="list-style-type: none"> ○ Adrian from Armark responded and is giving us all the info he has. Keeping us posted as they receive more info. If we get to proceed with this, Adrian will do the alcohol beverage training we are lacking. ○ SignUp Genius is ready to go as soon as we get the go ah 	<ul style="list-style-type: none"> •
Treasurer's Report: > Mandy Forbes & Johnny Hill	<ul style="list-style-type: none"> • Financial update: Johnny/Mandy <ul style="list-style-type: none"> ○ 7/31/2020 Financials posted to website 8/4/2020 • IRS Information: Johnny <ul style="list-style-type: none"> ○ Compliance Update (Johnny sent follow-up to group on 7/7/2020) • Audit Update: <ul style="list-style-type: none"> ○ Johnny granted Kyle QB Access to Quickbooks • Facebook Fundraising vs Network for Good – BH <ul style="list-style-type: none"> ○ TBD: waiting on approval • Follow-up from Executive Meeting regarding Stripe as additional payment option.....Stripe https://stripe.com/ <ul style="list-style-type: none"> ○ Quick research shows 2.9% +\$0.30 per transaction vs PayPal 2.2% +\$0.30 per transaction 	<ul style="list-style-type: none"> • Still waiting for IRS update. • Audit still in progress •
Directors Reports		
Principal: > Dr Walston	<ul style="list-style-type: none"> • Updates & Direction: not on the call 	
Athletic Directors: > Cameron Vernon & Jason Amy	<ul style="list-style-type: none"> • Updates- none a this time • Athletic Status Update • NCHSAA moved to Phase 2, but Chatham County has final decision which suspended until further notice. 	<ul style="list-style-type: none"> •
VP Membership: > Barclay Spotz	<ul style="list-style-type: none"> • Barclay reached out to Dr. Walston (8/4/2020), he really likes the ideas of: <ul style="list-style-type: none"> ○ Handout Cards/Flyers with NHSBFAA information during Computer pick-up – Ms Smith will help coordinate.... ○ Please along handout to Mrs youngblood and she can post on school website for us ○ Dr Walston can add a message on the Sunday voicemail that goes out. Keep it simple and brief.....lots of information going out to parents/students 	<ul style="list-style-type: none"> •
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"> ▪ Charger Cards Sold On-Line at this time due to no Athletics Activities happening ▪ Possible Tie-in to Facebook Fundraising for \$100K to meet our Fund-A-Need programs ○ UNC Concessions: George Gilson Jr. <ul style="list-style-type: none"> ▪ See VP updates for more details ○ Amazon Smile: currently executing ○ '20-'21 Reverse Raffle – Sponsor Chair Rep (?) 	<ul style="list-style-type: none"> • REMINDER: On Fundraiser forms- please submit one form for EACH fundraiser.

	<ul style="list-style-type: none"> ▪ Meetings held on 7/31/20 & 8/5/2020 <p>Committee Updates: submitted a proposal for the boards review and discussion. RallyUp is the virtual platform we are using. Question raised if board members are eligible- Team will be sure to write up rules, etc. so no appearance of impropriety. <i>Proposal is attached.</i> https://demo.rallyup.com/teslaraffle</p> <ul style="list-style-type: none"> ▪ BH: AG Updates: <ul style="list-style-type: none"> ○ Ford Drive for UR School – Brian Holleran/Cameron Vernon <ul style="list-style-type: none"> ▪ Moved to Q1/Q2 of 2021 ○ XC – NHS Charger XC Pledge (6/15/2020 – 7/31/2020) – Isenhour. Waiting to collect the funds, will let us know when it is available. ○ XC – Ronald Horton XC Invitational (9/19/2020) - Isenhour ○ XC –2nd Annual Charger Stampede 5K Walk/Run (10/17/2020) – Isenhour <ul style="list-style-type: none"> ▪ This event has been canceled due to Covid-19, will return in next year ('21-'22) • Pending & In-Development Fundraiser: Updates <ul style="list-style-type: none"> ○ Harris Teeter Vic Card for NHSBFAA - Ivey Arnold ○ Lowes Food Stores for NHSBFAA – Ivey Arnold ○ '20-'21 Fall Program Sponsorships – Brian/Cameron/All <ul style="list-style-type: none"> ▪ On hold until further notice • Submitted Fundraiser’s to NHSBFAA for approval: <ul style="list-style-type: none"> ○ Sherri Stubbs – Cheerleading & HOSA – TBD • Walkthrough of redesigned NHSBFAA website! <ul style="list-style-type: none"> ○ Fund-a-Need ○ Coach contact info ○ Concessions sign up ○ Coach Amy & Vernon to send a note to all coaches to review their team pages for accuracy & completeness. 	
<p>VP Group Relations & CTE Programs: > Lance Kupka</p>	<ul style="list-style-type: none"> • Updates 	<ul style="list-style-type: none"> • Not present during role call, but was able to join late. See participants list below.
Chairs of Standing Committees		
<p>Webmaster: > Beth Davis / Brian Holleran</p>	<ul style="list-style-type: none"> • Looking for better solutions for the group. Beth is still exploring our website options and new ways we can do things. <ul style="list-style-type: none"> ○ G-suites would provide us a Share site to store docs; emails would come to Gmail account rather than (as many of us have encountered) the junk folder. ○ Microsoft teams was also discussed as a possible solution • Beth is going to look into the feasibility of these options as well as others • Beth is evaluating options <ul style="list-style-type: none"> ○ G-Suite <ul style="list-style-type: none"> ▪ waiting to hear back from Google on questions submitted ▪ have set up a “test area” with a few board members to try it out, sharing, editing, etc ○ MS Teams- evaluating 	<ul style="list-style-type: none"> •
<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 – Lead ○ 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"> ○ Covid-19 related items? • Meeting with Coke? <ul style="list-style-type: none"> ○ No meeting established, so shall we start talking with Pepsi or other companies about replacing Coke? 	
<p>Seasonal Program Chair: > Kori Mitchell / Brian Holleran</p>	<ul style="list-style-type: none"> • 2020-2021 Fall Programs & Schedule Posters - TBD • 2020-2021 Winter Programs • 2020-2021 Spring Programs 	

<p>Merchandise & Spirit Chair: > Tami McGraw >> Brian Holleran / AD – Cameron Vernon</p>	<ul style="list-style-type: none"> • Spirit Store / M2 Updates: <ul style="list-style-type: none"> ○ M2 purchased new that will help better meet our need of having a NHSBFAA store open year round. ○ We will still look to start with retail windows for Fall, Winter, and Spring. ○ Timing of order windows to be finalized by 8/13/2020 	<ul style="list-style-type: none"> •
<p>Corporate Sponsorship Chair: > Alex Brinker / Brian Holleran / AD-Vernon</p>	<ul style="list-style-type: none"> • 2020-2021 Sponsorship Packages – on hold due to Covid / NCHSAA • Still looking to align with Baseball/softball – no signage opportunities for 20-21, but still need to determine sponsorship packages – Vernon/Miller/Butch • Update from Vernon: <ul style="list-style-type: none"> ○ Baseball says no sponsorships left ○ Coach Miller has not provided baseball documentation yet ○ Butch has sent an email 	
Additional Chairs		
<p>Alumni Chair: > Open</p>	<ul style="list-style-type: none"> • Updates 	<ul style="list-style-type: none"> • No updates
<p>Communication Chair: > Beth Davis</p>	<ul style="list-style-type: none"> • Barclay, Beth, Kori, and Brian to work on updating NHSBFAA documents for freshman orientation, handout document, and communication document. 	
Additional Topics & Future Meeting Dates		
<p>Additional Topics</p>	<ul style="list-style-type: none"> • Discussion around COVID related issues that Coach Vernon & Coach Amy tried to answer/advise on specific questions raised • Timeline for approval of the RallyUp Raffle <ul style="list-style-type: none"> ○ We'll set-up a special an executive meeting for approval once all details are confirmed. We'll need a minimum of 4 officers on during the meeting to hold a quorum according to our NSHBFAA bylaws. 	
<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"> • September 14th, 2020 – General Meeting • October 5th, 2020 – Executive Meeting • October 12th, 2020 – General Meeting 	
Meeting Adjourn		
<p>Meeting Adjourn</p>	<ul style="list-style-type: none"> • Motion to call meeting at: (Time) 8:35pm <ul style="list-style-type: none"> ○ Motion approved by (1st): George Gilson ○ Motion approved by (2nd): Sherri Stubbs 	

Participants (22)

Search

- JM Jennifer Morgan (me)
- BH Brian Holleran (Host)
- BS Barclay Spotz
- Bi Brian's iPad (2)
- KM Kori Mitchell
- A Albert
- AM Alisha McFadden
- B Beth
- CI Cameron Isenhour
- CV Cameron Vernon
- C Craig
- JM Jackie Milliken
- JA Jason Amy
- j jsbowlin
- Larry Fritsche
- MB Matt Brown
- ni natje's iPhone
- RC Randy Cox
- RJ Rebecca Johnson
- Sherri Stubbs
- Si Store's iPhone
- TM Tami McGraw

Invite Unmute Me Raise Hand

Beginning of Meeting

Participants (23)

Search

- JM Jennifer Morgan (me)
- BH Brian Holleran (Host)
- Bi Brian's iPad (2)
- CV Cameron Vernon
- JA Jason Amy
- A Albert
- AM Alisha McFadden
- BS Barclay Spotz
- B Beth
- CI Cameron Isenhour
- C Craig
- DM David Miller
- JM Jackie Milliken
- j jsbowlin
- KM Kori Mitchell
- LK Lance Kupka
- Larry Fritsche
- MB Matt Brown
- RC Randy Cox**
- RJ Rebecca Johnson
- Sherri Stubbs
- Si Store's iPhone
- TM Tami McGraw

Invite Unmute Me Raise Hand

End of Meeting