

CCA Athletic Booster Club - Meeting Minutes

August 8, 2018 at 6:00 pm

CCA High School – Meeting Room 241

Present: Aimee Pitlick, Melanie Potter, Katie Schmelzer, Amy Albert, Kurt Ronnfeldt, Steve Johnson, Tanya Reade, Heidi Skow, John & Mo Navara

Agenda:

1. **Welcome**, Tanya Reade – Secretary at 6:06 pm
2. **State of CCA Athletics Report**, Kurt Ronnfeldt – Athletic Director
 - a. Baseball finished 19-20, decent season and beat several very good teams throughout the year. Several post season honors.
 - b. Softball finished 16-19. Also had some post season honors.
 - c. Umpires are getting harder to find, if you love the game, take the classes!!!
 - d. Cross Country roughly 28 boys and 9 girls out.
 - e. Football roughly 90 boys out
 - i. Sept. 7 – looking for a freshman team to play this night as Ft. Madison doesn't have a freshman team.
 - ii. New turf is ready and approved.
 - iii. Band will be located in the end zone this year
 - f. Volleyball roughly 45 girls out (15 soph and 16 fresh)
 - g. Kurt will get our booster meetings set up in the calendar, 2nd Wednesday of each month at 6:00 pm and we will change the location of our meetings to the Staff Room, located by the front doors on the lower level, just pass the Main Office.
3. **Treasurer's Financial Statements**, Steve Johnson – Treasurer
 - a. Jeremy Withrow, Heidi Skow, and Amy Albert need to take meeting notes to bank to become "signers" on the account. Mo Novara is currently a signer.
 - b. So this year signers on the account will be: Jeremy Withrow, Mo Navara, Heidi Skow, and Amy Albert (newly elected President)
 - c. QuickBooks is up and running now
 - d. Need to go thru a process for closing concessions
 - e. Received \$550+ refund from Pepsi product after spring sports were over
 - f. Discussed and approved paying \$100 facility rental fee and \$100 insurance coverage. Motioned for approval by Tanya Reade and 2nd by Mo Navara. All ayes, motion passed.
 - g. Discussed consolidating printing companies? Reason we use multiple ones?
4. **Committee Reports**
 - a. Clothing – Heidi Skow (apparel orders and online store)
 - i. Hoping to have apparel approved soon so we have it in time for the season opener. Having some delays with new logo requirements and approvals.
 - ii. Back to School apparel is ordered and will be here in time for back to school nights!
 - iii. Door mats have arrived and have had positive comments from businesses.
 - iv. Heidi will create a decal for Business Members only.

- b. Concessions – Maureen Navara + Committee (Lisa Evans, Janet Graft, Amy Albert, Malina Withrow, Tanya Reade)
 - i. Cleaned concessions stand this week so it will be ready to go.
 - ii. Went thru opening and closing procedures with new committee members
 - iii. Sign up Genius is ready for FB season, please sign up!!
 - iv. Kurt will help plug to all parent meetings and ask coaches to forward to their parent emails.
 - v. Mo will create sign up genius for committee group only
- c. Fundraising – Chair is Melanie Potter.
 - i. Sept. 21 – Drive 4 Your School by Junge Ford 3:30 – 9:00 pm (Jodi Turner)
 - ii. Ford will bring extra people to help so limited need for our volunteers
 - iii. Begin to think of possible fundraising events, should have ideas by end of September.
- d. Memberships – Chair is Aimee Pitlick.
 - i. Aimee will create new email for memberships only so that she can keep those emails separate from the main email account.
 - 1. ccaboosters.memberships@gmail.com (can't change until membership drive is over, too confusing.
 - ii. Aimee will work with Jeremy to get new memberships off email account.
 - iii. Aimee will update spreadsheet of current business memberships and family memberships.
 - iv. Should have several new memberships, too early for numbers yet.
 - v. Back to school nights have sign up genius ready and will be membership drive and apparel for youth at all schools.
 - vi. Aimee will be sure all apparel workers for FB season are trained on the vouchers, especially those working the first 2 games. Maybe we should pull them out separately from apparel for the first 2 games?
 - vii. Also have a membership table set up for first 2 games to get more people, maybe 6:00 – 8:00 and capture both parents of 1st game and 2nd game?
- e. Photos/posters – Chair is Katie Schmelzer
 - i. Katie is working with coaches for team posters and SENIOR banners which will be new this year. Size is 2x3.
 - ii. Kurt can assist if team pictures haven't occurred before 1st game of season.
 - iii. Once posters are created and printed, Katie will let the Booster Club know and have Jeremy or Aimee send an email to Business Members only asking if they want a poster for "fall sports" or "winter sports" or "spring sports".
 - 1. Katie can decrease the number of posters ordered now, vendor changed price cut.
- f. Website/Social – Chairs are Jenn & Trevor Bollers
 - i. Website updated with new membership form and sign up genius.
 - ii. Need to discuss with school the possibility of someone updating CCA Booster website along with theirs. (something was discussed in Admin meeting 8-6-18 to bring this idea to light)
- g. Programs – Jeremy Withrow
 - i. Awaiting new memberships and will create the Fall Program

5. New Business - -

- a. Have Yard Signs with the logo Clipper ship leftover – will pull them out at first home varsity game and people can take one if they want.

6. Allocations - -

- a. Reminder of the process for Booster Club support, coaches should submit their requests thru Kurt Ronnfeldt before we hear anything about it. Kurt will direct the coaches to present it to us or whether his funds can support it alone.

7. Miscellaneous - - Amy Albert was announced as a candidate for Booster President. Tanya Reade motioned to appoint Amy Albert as Booster Club President. Steve Johnson 2nd. All ayes, motion approved.

- a. We have our new Booster Club President!

8. Adjournment –

- a. Meeting adjourned at approximately 8:10 p.m. Motion to adjourn by Tanya Reade and 2nd by Steve Johnson.

NEXT MEETING: NEW LOCATION!!

Wednesday, September 12, 2018 at 6:00 p.m. in CCA High School Staff Room near front office

Submitted by Tanya Reade, CCA Booster Club Secretary