

# CHS Athletic Booster Club 2022-2023

## Board/General Meeting Agenda – Sep 07, 2022

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Central High School Athletic Booster Club 2022-2023  
9450 Ray White Road, Fort Worth, Texas 76244

<b>President:</b>	Paige David	<b>Vice President:</b>	Teresa Hiner
<b>Treasurer:</b>	Christy Jones	<b>Secretary:</b>	Tonya Brown

### Meeting Attendees:

- Mike Sports (Athletic Coordinator)
- Paige David (football)
- Tonya Brown (softball)
- Andy Brown (softball)
- Christy Jones (football)
- Chris Costa (softball)
- Stacey Ford (football)
- Teresa Hiner (baseball)
- Kizzy Sapp (basketball/football)
- Joe Parkerson (baseball)
- Jamie York (cheer)
- Linda Comer (cheer)
- Kim Sarafidis (soccer)
- Veronica Gober (soccer)
- Diana Callaway (basketball/soccer)
- Yazmin Gonzalez (cheer)
- Maribel Gonzalez (cheer)

### General Membership Meeting Agenda:

- 1. Call to Order / Roll Call of Board of Directors**
  - Meeting called to order at 6:34pm
  - Roll Call of Board of Directors conducted
- 2. President – Paige David (Present)**
  - Motion to approve last Month's Meeting Minutes by Andy Brown; seconded by Teresa Hiner
  - Each Director present provided report
- 3. Vice President – Teresa Hiner (Present)**
  - Provided concession update. Persyn is getting a coke representative to come look at issue with soda machines. Also – talking with Persyn about adding stanchions to help corral the crowd at the concessions on home side at the stadium
    - **ACTION** – Teresa Hiner to investigate cost of stanchions for home concessions side at the KISD field.
  - Teresa Hiner shared a best practice on how to communicate with future sports that will work the concessions. She will conduct zoom meetings prior to the event to ensure they are properly onboarded and know what to expect.
- 4. Secretary Report – Tonya Brown (Present)**
  - Provided President with mail that had been collected.
- 5. Treasurer Report – Christy Jones (Present)**
  - General ledger information sent to board via email.

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- Program ad sales, punch cards and memberships are this month's key income drivers.
- We are breaking even with concessions due to needed improvements with the TVs, mounts, and painting.
- Sub account splits for concessions will be noted in the next budget.

#### 4. Director Updates

##### 4.1 Membership – Stacey Ford (Present)

- We have seen a boom in membership so thank you to our Liaisons for promoting and visiting the team meetings by booster club is helping.
- 132 Unique Memberships; 378 Total Registrations. This is an increase from last year's numbers which were 112 total.
- **ACTION** – Stacey Ford to send member info to each liaison and ask them to help push membership.
- **ACTION** – Paige David to check to see if the stadium sports announcer can put up a QR code and announce how to join boosters.

##### 4.2 Concessions – Committee

- We ordered 3 more squares for credit purchases.

##### 4.3 Spirit Wear – Kizzy Sapp (Present)

- Kizzy shared concerns about the current vendor on color. She and Coach Sports agreed to sell shorts without the decal

##### 4.4 Communications – Chris Costa (Present)

- Reported in New Business

##### 4.5 Special Projects – Open

- Fall Sports program saw great response for Senior Ads and Business Support!
- **ACTION** – Boosters is looking for someone that could spearhead the spring sports program. Christy Jones to review the volunteer sign ups from membership to see if there is interest there. This will also be brought up for discussion at Board meeting.

##### 4.6 Team Liaison Coordinator –Stacey Ford (Present)

- Boosters still needs team liaisons for Cross Country, Girl's Track, Golf, Swimming/Diving, Tennis, and Boys Track
  - **ACTION** – Stacey Ford to reach out to coaches to see if she can get a parent volunteer for those sports.

##### 4.7 Parliamentarian – Stefanie Murray (Absent)

#### Old Business:

*(The following is unresolved Old Business that will be discussed in the New Business Section)*

1. Bylaws – Need to Motion to Approve
2. Annual Programs
3. Parent Meetings
4. Homecoming

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### New Business:

1. **Update on open action items (see below)**
  - Paige David reviewed open action items
2. **Raffle Update Season Ticket**
  - Raffle to be conducted the week of HOCO for 2 season tickets. Will add with some CHSABC goody bag that will include spirit wear.
3. **iPads**
  - Discussion on CHSABC iPads as the ones currently being used are not boosters. Kizzy Sapp motioned to purchase CHSABC iPads. Andy Brown seconded.
  - We will utilize school Wi-Fi or personal hotspots as needed.
  - Paige David will be purchasing cash bags that will be big enough to place the iPads in. We will have 2 for home side, 2 for visitor side and 1 for spirit wear.
    - **ACTION** – Paige David to purchase cash bags.
4. **Parent Meeting Dates**
  - *Upcoming:*
    - *Girls Basketball – Tentatively set for October 17<sup>th</sup> @ 6PM*
    - *Girls Soccer – Tentatively in Oct. But no date*
    - *Boys Soccer – Tentatively set for December 1 @6PM*
    - *Cheer - Will be in Spring*
  - *The following have not provided dates yet:*
    - *Baseball*
    - *Tennis*
5. **Concessions**
  - Chris Costa provided overview of TVs in Concessions. Still trying to work out issues as we go.
  - Very first home game was packed. Largest crowd we have seen in years. Learned some best practices we will implement with zoom call going forward with the key people operating the concessions.
  - Cash and Credit are about equal in terms of income.
  - Teresa Hiner cautioned that we need to be careful about moving inventory between home and visitor side concessions.
  - Kizzy Sapp asked if she needed to make a Cash Only Sign for the KISD Home side concessions. No decision was made. We will table this until a later date.
    - **ACTION** – Tonya Brown to add this to the Board of Directors Meeting Agenda.
  - Jaime York stated that sending the menu out ahead of time via social media was very helpful. She also mentioned that KCAL could be a resource for us on poster making (KCAL contact – Anthony Patrick).
    - **ACTION** – Teresa Hiner to reach out to KCAL on cost of making signs for concessions.
6. **Homecoming – CHS ABC Float**
  - Decided we will not do a float this year as we are busy with our own sports floats.
7. **Programs**
  - Discussion on Special Project Pricing for Fall Program. Last year CHSABC gave

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for free; however, price on paper is up this year. Should we consider charging \$2 a program, or more? It was decided at this time that we boosters would make 150 and give those away free of charge at HOCO.

- Christy Jones stated that the downloadable spring book from 2021-2022 is on the CHSABC website and it should allow download. If it does not, please reach out to her.
8. **Sign Up Genius – CHSABC email**
- Transitioning personal emails sign ups over to [KellerCentralABC@gmail.com](mailto:KellerCentralABC@gmail.com)
    - **ACTION** – Board members that have used your own personal emails to make sign up genius. We ask that you please transition these sign ups over to the [KellerCentralABC@gmail.com](mailto:KellerCentralABC@gmail.com). Please see Paige David if you need assistance with this.
9. **Sports Engine**
- What date to retire Sports Engine? It was suggested to do this on Jan 1, 2023; however, with registrations, we may need to do at new year. This topic will be tabled for a board of directors meeting.
    - **ACTION** – Tonya Brown to add this to the Board of Directors Meeting Agenda.
10. **Social Media / Website**
- Discuss admin right turnover / CHSABC Instagram / CHSABC hashtag
    - These items will be tabled for Board Meeting
    - **ACTION** – Tonya Brown to add this to the Board of Directors Meeting Agenda.
11. **Spirit wear**
- Kizzy Sapp brought in a rally towel mockup. Would like to have these for HOCO to really get the crowd excited. We will advertise CHSABC to get the booster club recognition out there.
    - **ACTION** – Kizzy Sapp to make 400 Rally towels for HOCO
  - Signage – CHS Individualized Sports Signs
    - **ACTION** – Kizzy Sapp to advise of vendor, lead time, minimum requirement
  - We will sell punch cards at KISD if we have them
12. **Banking Signer change**
- Booster President from several years ago is still listed as the executive on the bank account. Christy Jones motioned to remove Angel Carr from the bank account and add in the Treasurer and President going forward. Kizzy Sapp 2<sup>nd</sup>. President – Paige David and Treasurer – Christy Jones will be added to the account.
    - **ACTION** – Paige David / Tonya Brown to add this as an annual check in the bylaws going forward.
13. **Open floor**
- Coach Sports brought an issue to the floor provided by Clarissa Golden. The recumbent bike needed to support the athletes needs to be replaced. They found one on Amazon for \$649. Paige David asked if there was a motion to support this purchase out of the General Booster Fund. Kizzy Sapp motioned to approve

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purchase; Andy Brown seconded. Treasurer reminded that tax is not covered and that the Athletic Trainers do have money in their sub account.

- **ACTION** – Chris Costa to promote the support of Booster Club for our Athletic Trainers by posting on our social media accounts once a photo of the bike is received.
- A booster parent asked how much booster pays for sports banquets. It is \$10 per Varsity player.
- Discussion on moving away from using PayPal. Will be discussed at next board meeting.
  - **ACTION** – Tonya Brown to add this to the Board of Directors Meeting Agenda.
- Discussion on ensuring that we communicate how CHSABC supports the sports. For example – the new website (centralchargerathletics.com), etc. This will be discussed further at the board meeting next month.
  - **ACTION** – Chris Costa to add a scrolling marquee or something similar on our website to show photos of the various items that CHSABC have sponsored.
- Please note the next months meeting times. The Board of Directors will meet at 6:30pm and the general meeting will start at 7pm.

#### 14. Bylaw Vote

- Bylaws voting will be tabled until the Board can meet again to review.
  - **ACTION** – Tonya Brown to add this to the Board of Directors Meeting Agenda.

**Adjournment** – Motion to adjourn meeting made by Stacey Ford and was 2<sup>nd</sup> by Linda Comer at 8:12pm

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### PREVIOUS MONTH'S ACTIONS:

- **ACTION** – Amy Manners to set up sign up genius for concession inventory help. **REMOVE**
- **ACTION** – Kizzy Sapp to reach out to each sport to ask for a point of contact that can ensure they get concession coverage. **COMPLETE**
- **ACTION** – Board of Directors to merge previous sign ups to the new CHS ABC email once it is set up. **In Progress**
- **ACTION** - Brett K. to share the minimum standard requirement for new website with Paige David. **In Progress**
- **ACTION** – Christy Jones to provide Executive Board copy of Treasurer report prior to meeting. **COMPLETE**
- **ACTION** – Stacey Ford to provide list to Paige David. Paige David will push this data to our Booster Directors for them to reach out to these people and get them involved. **COMPLETE**
- **ACTION** – Stacey Ford or Kizzy Sapp to send an email to Team Liaisons requesting them to promote booster club membership to their sport their groups. **COMPLETE**
- **ACTION** – Tonya Brown to bring printed copies of the meeting agenda to next meeting. **COMPLETE**
- **ACTION** – Painting the concession wall **COMPLETE**
- **ACTION** – Booster Club needs to send their approved background check info to Stefanie Murray for record. **COMPLETE**
- **ACTION** – Kizzy Sapp to coordinate Coach luncheon and secure donor. **COMPLETE**
- **ACTION:** Coach Sports to have that company pick up the broken fridge sitting outside concession at the field house. **COMPLETE**
- **ACTION:** Coach Sports to have the coaches clean it out and use their fridge. **COMPLETE**
- **ACTION:** Paige David to coordinate a Zoom meeting to review the bylaws changes. **COMPLETE**
- **ACTION** – Chris Costa to check with Costco or SAMs to see if they would be willing to donate the TVs. **COMPLETE**
- **ACTION** – Christy Jones to make a QR menu **COMPLETE**
- **ACTION** – Paige to determine how soon we can stock fridge at KISD Stadium. **COMPLETE**
- **ACTION** – Paige David and Kizzy Sapp to look at stadium to check logistics and how to do signage if that is possible. **COMPLETE**
- **ACTION** – Chris Costa to send a social media post reminder about Senior Ads due by 8/20. **COMPLETE**
- **ACTION** – Tonya Brown to make a CHS ABC email. **COMPLETE**

**Next Meeting Date**

October 10, 2022,

**Location –**

CHS Fieldhouse

**Time -**

Executive Board @ 6:30pm / General Booster Meeting @ 7pm