**CAPS Booster Club**

Meeting Minutes

July 2, 2018

CAPS Fieldhouse 6060 W. Canal Road Valley View, OH 44125

Present:

Grace Sweeney – Executive Director

Angie Lane – Booster Club President

Jessica Darby – Booster Club Vice President

Julia Balodis – Club Administrator

Angie Sauser – Booster Club Secretary

Via Phone:

Fab Siciliano – Booster Club Treasurer

1. Call to order
	1. Grace Sweeney called order this annual CAPS Booster Club bylaw review meeting on July 2, 2018 at 6:10 p.m.
2. CAPS Booster Club Bylaws
	1. Grace read through the 2014 bylaws calling attention to areas that need updated.
	2. Changes include:
		1. The name of the booster club will now be Cleveland Area Premier Sports Booster Club; Hereinafter referred to as CAPS Booster Club.
		2. Current address was changed to 6060 W. Canal Rd. Valley View, OH 44125.
		3. Article V Section 2
			1. Club Administrator was added to the Board of Directors of the Booster Club
		4. Annual Meeting was changed to “the final club event held in June”
		5. Duties of Officers
			1. Added an additional duty under the president, “prepare and distribute a written agenda for each booster club meeting.”
			2. Added additional duty under vice president, secretary, and treasurer, “Prepare and update as necessary a [respective position] file in Google Drive file pertaining to all duties of the officers for the purpose of passing down to successors”
		6. Article VIII Section 5 The last meeting of the year will be held in July to review bylaws
		7. An article was added outlining distribution of scholarship funds

 **ARTICLE XIII: SCHOLARSHIP FUNDS**

Section I: Annual Awards Scholarships

CAPS Booster Club will provide scholarship money to member athletes as described below:

Beginning with a $3,000 balance, a separate budget line will be established for scholarships. The funds will accumulate. This is the basis of the budget.

1. CAPS Player of the year
	* + 1. $400 tuition credit awarded to one male
			2. $400 tuition credit awarded to one female
			3. A total of $800 will be distributed to CAPS Players of the year in the form of tuition credit in conjunction with the end of the year event in June. Any tuition credit is not redeemable for cash and will be forfeited in the event the player does not register the following year.
2. The Taylor Award
3. $300 awarded to one male
4. $300 awarded to one female
5. $600 total will be distributed for The Taylor Award.

Section II: Financial Assistance

Applications will be submitted to and held in the strictest confidence by the CAPS Booster Club Treasurer.

* 1. Scholarships will be awarded once in the fall session and once in the spring session, and will vary in amounts from session to session.  Scholarship assistance will be dependent upon the Boosters funds available and the actual need shown, and is not guaranteed to every applicant
	2. $1000 will be distributed annually for scholarships
	3. $500 in the spring and $500 in the fall
1. To-Do
	1. Julie will provide Angie S. with credentials to be an owner of the booster club website
	2. Fab and Angie L. will meet at a Fifth Third bank prior to the next meeting to add Angie L. as a signer on the booster club account.
	3. Fab will email the annual profits to the board as she didn’t have them with her at the time of the meeting.
	4. Fab will submit a forecasted budget before next meeting
	5. Angie S. will obtain financial information from Fab prior to meetings
	6. Angie S. will email bylaws to all team managers for their acceptance
		1. Julia will provide each member of the board with a directory of all team managers email addresses.
2. Club Administrator
	1. This title needs to be defined for the booster club website
		1. Grace made a suggestion of “Liaison between executive team and board of directors”
3. World Cup Watch Party
	1. Taking place on July 15th from 10 am – 2 pm
	2. Close to 100 people have RSVP’s favorably
	3. Volunteers are needed for the watch party to serve food, manage games, and serve beer.
		1. 10 volunteers would be ideal
	4. The booster club will sponsor a game to raise money for the booster club
		1. Suggestions were:
			1. 50/50 raffle
			2. Game with decks of cards
4. Next Meeting
	1. Thursday, August 9, 2018 6:00 pm CAPS Fieldhouse 6060 W. Canal Road Valley View, OH 44125
5. There being no further business, the meeting adjourned at 8:03 pm

Respectfully Submitted,

Angie Sauser

Board Secretary