**Wildcat Football Booster Zoom Meeting**

**February 25, 2021**

**Attending:** Brandy Hewitt, Emily Rice, Heather Hartman, Jessica Steed, Amy Mlekodaj, Christina Sharpe, Erin Pearson, Deborah Ferreira, Ed Ferreira, Melissa Williams, Jan West, Shawna Haste

**Brandy Hewitt called the meeting to order: 6:35pm**

**Approval of Minutes:**

* February minutes sent out via email prior to the meeting. Motion to approve Jessica Steed, seconded Brandy Hewitt **Vote carried 12/12**
* The minutes will be emailed to the Board prior to the next meeting for a vote.
	+ This will allow the minutes to be made available to Booster Club prior to the next meeting(s).
* **Slate of Officers for 2021:**
	+ **President:** Brandy Hewitt **Vote Carried 12/12**
	+ **Vice President:** Jennifer Galloway **Vote Carried 12/12**
	+ **Secretary:** Emily Rice **Vote Carried 12/12**
	+ **Treasurer:** Shawna Haste **Vote Carried 12/12**
	+ **At Large:** Amy Mlekodaj **Vote Carried 12/12**
	+ **At Large:** Christina Sharpe **Vote Carried 12/12**

**Approval of Treasurer’s Report:**

* Report sent out via email prior to the meeting. Heather Hartman motioned to approve the Treasurer’s report, Jan West seconded the motion. **Vote Carried 12/12**
* Shawna Haste went over the budget from last year as well for this next season.
* Members will review the 2021 budget and vote on it in the March meeting.
* Shawna Haste went over the Purchase Order process and form needed to get approval.
	+ Provided a blank form for 2021.
	+ Provided an example form filled out for an order.
	+ Provided an example of a receipt that should be turned in when transaction(s) are completed.
* Shawna Haste reviewed two detailed charts she created to show the breakdown of Pregame Meals/Booster Memberships and Program Sales. Many in the meeting complimented these forms as it provided a clear view of who in the community has been asked as well as the progress for each project.

The forms stated:

* + Who gave/ordered.
	+ What they committed to provide/purchase
	+ Cost
	+ Date Invoice was sent.
	+ Date Payment Received
* We have received $725.00 in donations in honor of the late John Bryant.
* Completed TN Corporation Annual Report Form

**New Business:**

* **Hex Bars:** Coach requested the purchase of Hex Bars for the team to use in the weight room.
	+ The Board approved the purchase.
* **Team Meeting for next season:**
	+ Dates are still a work in progress.
* **Program:** Christina Sharpe will help Heather with the program
* **Blitz/Picture Day:** Saturday, July 31, 2021
* **Strawberries:**
	+ The transportation broke down on the way to pick up strawberries. NO berries were on the truck at the time of delay. As a result of this delay, we had to move the pick-up date to Friday in the front of the school.
	+ Brandy Hewitt stated we anticipate making close to $4,000 with this fundraiser.
* **Banquet:**
	+ No meal will be served at the Banquet.
		- A suggestion was made to have cupcakes and water available.
	+ Still working on securing a date that does not conflict with other school activities occurring.
	+ Discussed possibility of having a membership and swag table for anyone who would like to purchase. (before Banquet begins, and a limited time upon completion of ceremonies)
		- Possibly ask rising sophomore family to work at the table.
* **Lift-a-thon**
	+ Brandy Hewitt will distribute the information when she gets it from Coach.
* **Team Meals:** Jessica Steed has many meals covered but asked if anyone has a suggestion of someone who might want to sponsor a meal to contact her.
* **Ed Jackson and partner Recruiting Football Camp:**
	+ At Blankenship on April 10, 2021.
	+ The Booster club will help with concessions, not in bldgs. but outdoor/tents. Booster club will help promote the event through social media.
	+ Will our players attend this event?
		- Brandy Hewitt will “clarify and get that information out to everyone”.
	+ Deborah Ferreira will chair this event with Brandy.
* **Sign Up Genius:**
	+ Emily Rice will set the SignUpGenius up for this prior season.
		- Melissa Snyder will be the coordinator/chair for the season.
			* Emily will assist Melissa as needed.
* **Pancake/Burrito Breakfast:**
	+ Jessica Steed agreed to coordinate.
	+ Aubrey’s is tentatively set up for June 12th. Jessica Steed will confirm as we get closer to that date.
	+ Gallo Loco
		- Jessica Steed contact Gallo Loco to see if they would be willing to host another Burrito Breakfast this season.
* **Freshman Coordinator & JV Coordinator Still Needed**
* **Next Season Planning Session:**
	+ Need to create a list of all open positions and areas that need to be filled for next season.
	+ Brandy Hewitt will set a date and will send out.
* Ed Ferreira inquired about who to contact regarding purchasing helmets.
	+ Jessica Steed explained how the process worked last season.
	+ Is the entire team getting new helmets?
		- Are they the Speed Flex or some other kind?
			* Brandy Hewitt will clarify with Coach.

Brandy Hewitt moved to adjourn; Deborah Ferreira seconded. Adjourned: 7:33pm