

**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