WOLVERINE FOOTBALL CLUB

**BOARD OF DIRECTORS MEETING MINUTES**

**Date: February 19, 2020**

**Time: 6:30-8:30 PM**

**Location: Front Office Conference Room**

**Aliso Niguel High School**

**28000 Wolverine Way**

**Aliso Viejo, CA 92656**

1. **Welcome**
2. **Call to Order 6:33 pm**
3. **Roll Call**
   * Paddy Armstrong
   * Triss Chesney
   * Pam Ellis
   * Nikki Jarvis
   * Jen Klenske
   * ~~Sheri Langerman~~  Absent
   * Becki Procsal
   * Jaclyn Smith
   * Michelle Snider
   * Coach Calahan
   * Kristen LaMarche, Michelle Billings, Randy Croy, Eva Vernaza, Patty Hovey
4. **Confirmation of Minutes from February 3, 2020 Meeting;** 
   1. Motion to Approve1st Pam, 2nd Jaclyn, Approved
5. **Coach’s Report (Coach Calahan)**
   1. Zach Henderson is new Freshman Head Football Coach. Coach Melbon taking a year off
   2. Still looking for a receiver coach for Varsity Level
   3. Glazier Clinic is this weekend.
      1. Motion to approve food for coaches not to exceed $200, 1st Paddy, 2nd Becki, approved.
      2. Roger’s athletics will fix sled for $100-$500
      3. Old chute needs to be hauled away; maybe the district will haul it.
      4. Polo-poll is a yes; Dark Grey Sports Tec is the preferred polo.
      5. Zero/6th is going well
      6. Passing League scheduled
      7. Game Schedule finalized
      8. Summer Camp finalized
      9. 7th/8th Grade football skills camp on March 14, 2020
         1. Lunch to be provided
         2. Looking into t-shirts for camp approx. $10 per shirt? Jen to get quotes to see if we can get them in time. Overlap with weightlifting kids, maybe given extra shirts.
            1. ***Online motion on 2/25/20 to approve the purchase of 80 t-shirts for the Football Skills camp not to exceed $580. 1st Pam, 2nd Paddy, Approved****.*
6. **Treasurer’s Report (Becki Procsal)**
   1. $32,236.18 in FMB
   2. Payments pending at 2/28/2020--$19,443.55
      1. Spring Training-CSPAT -- $7,800
      2. Equipment Order $9,558.55
      3. Gatorade Order $2,085.00
7. **President’s Report (Triss Chesney)**
   1. Equipment Order – Rogers Athletic Company
      1. On February 5, 2020, the WFC BoD approved purchase of field equipment from Rogers Athletic Company for a total, not to exceed $9,600.
         1. Total on purchase order, with reduced shipping, ended up at $8,981.55: One (1) 2-Man ISO sled, One (1) Pop-up Tackle Sled, Six (6) No-Hands Pad Black, Twelve (12) Agile 1 Black, One (1) 16’ Trap Chute
         2. Requested invoice on July 1st, with 30 days to pay, no interest
         3. Chute will be delivered to school. Coach will take delivery of remaining items at Glazier Clinic
   2. Inflatable Storage
      1. Current location—Weight Room(APC) for now; eventually will move to ASB room when ready
   3. ANHS Curriculum Expo (8th Grade Information Night)
      1. WFC BoD help
      2. 4:00 PM set-up, be ready by 6:15 PM, Athletic & Extra-Curricular Fair officially scheduled for 7:00-8:00 PM
      3. To-Do and Information List (Triss Chesney)
      4. 2020 Freshman Football Schedule (Coach Calahan)
      5. 2020 Freshman Summer Football flyer (Coach Calahan/Paddy Armstrong)
      6. 2020-2021 Athletic Clearance Information (Coach Calahan)
      7. 7th and 8th Grade Weight Lifting flyer (Coach Calahan)
      8. 7th and 8th Grade Football Skills Camp (3/14/20) flyer (Coach Calahan/Paddy Armstrong)
      9. Interest List (Triss Chesney)
      10. Clip boards/pens (Triss Chesney will pick-up from Patty Hovey)
      11. Video in background (Coach Calahan – computer and video, Triss Chesney – projector)
      12. Spirit Wear (Jen Klenske)
8. **2020 Calendar**
   1. Motion to approve Calendar; 1st Becki, 2nd Jaclyn; Approved
9. **2020 Budget**
   1. Motion to approve 1st Nikki; 2nd Pam; Approved
   2. Budget to be posted on website
10. **Booster/Donation Restructure**
    1. Review of concept and discussion. Moving towards bundling and maximizing what we currently do. Details still need to be refined and worked out. Motion to approve to restructuring—1st Jaclyn, 2nd Michelle, Approved.
11. **Committee Reports – Time-critical issues or items related to Calendar/Budget**
    1. Advertising and Sponsorships (Patty Hovey)—Kristen LaMarche shadowing.
    2. Band Liaison (Ed Flanigan)
    3. Booster Membership (Sheri Langerman)
    4. Cheer Liaison (Jen Klenske)—Pep Squad is having their elections in the Summer.
    5. Communication (Triss Chesney)—Triss put together a preliminary 7th/8th grade interest list for future communications.
    6. Community Donations (Open)
    7. Events (Nikki Jarvis)
    8. Field Coordinator (Mike Harrison)
    9. Football Nutrition (Pam Ellis)—Special breakfast on Friday
    10. Freshman Team Coordinator (Open)
    11. Fundraising (Pam Ellis)—Lift-a-Thon is scheduled for May; Taste is still a go in April.
    12. Game Day Programs (Paddy Armstrong/Sheri Langerman)
    13. JV Team Coordinator (Open)
    14. Player Gear and Spirit Wear (Jen Klenske)—Jen is getting quotes for Player Gear from Eastbay and The Perfect Impression. Samples given to coach to pick for Polo’s.
    15. Pre-Game Meals (Paddy Armstrong)
    16. Snack Bar (Michelle Snider)—WFC will provide hot dogs, chips, and soda for 7th/8th grade Football Skills Camp
    17. Varsity Team Coordinator (Patty Hovey)
    18. Volunteer Coordinator (Jaclyn Smith)
    19. Webmaster (Paddy Armstrong)
12. **Undiscussed Old Business**
    1. Volunteer Needs
       1. Community Donations Coordinator: This is a new position for 2020 that will include registering for and maintaining community donation programs (such as Ralphs, Amazon, etc.), coordinating matching corporate donations, and researching and preparing grant applications. This work can be done from home*.*
       2. Fundraising Coordinator support: Our 2020 Fundraising Coordinator, Pam Ellis, will also be "graduating" after this year. This is the perfect opportunity for someone to shadow her and learn the position. The Fundraising Coordinator attends meetings, coordinates fundraising events, such as Lift-a-Thon, Taste of Aliso Niguel or replacement event, Football Mania, 50/50 Raffle, etc.
       3. Webmaster support: Our 2020 Webmaster, Paddy Armstrong, will be "graduating" after this year. This is the perfect opportunity for someone to shadow her and learn the position. The Webmaster attends meetings, knows web applications and management, and a large portion of the work can be done at home.
       4. Junior Varsity Team Coordinator (ON HOLD): The JV Team Coordinator coordinates coach and team communication, maintains roster with jersey numbers, coordinates weekly team bonding meals, game day nutrition/waters, game day photography, game day volunteers, players of the game, highlight photo management for each game, assists with JV/Varsity banquet.
       5. Freshman Team Coordinator (ON HOLD): The Freshman Team Coordinator performs the same functions as the JV Team Coordinator for the Freshman Team, and coordinates the Freshman Team Banquet.
    2. Interested Persons – Added to WFC BoD distribution list
       1. Erin Aaberg
       2. Nicole Alise
       3. Michelle Billings – Advertising and Sponsorship Support
       4. Cathy Croy
       5. Jessica Giacomini
       6. Jen Horner
       7. Denise Kaufman
       8. Gary Manley
       9. Kristin LaMarche – Advertising and Sponsorship Support
       10. Cassie Marvay
       11. Linda Mosher
       12. Greg Nathanson
       13. Shannon Panicola
       14. Kristen Sanchez
       15. Eva Vernaza
       16. Randy Croy to be added to distribution list
13. **New Business**
14. **Next Meeting**
    1. WFC BoD Meeting – March 2, 2020, ANHS Conference Room
15. **Adjournment—**8:46 pm. 1st Pam, 2nd Paddy; Approved