



WESTBROOK

Youth Football

Regular Board Meeting of April 11, 2018

Board Members/Public present: (Underlined – voting members)

<u>Amanda Mclaskey</u>	<u>Jennifer Wescott</u>	<u>Danica Rancourt</u>	<u>Katy Rice</u>
Corey Rancourt	<u>Andy Davis</u>	<u>Greg Violette</u>	<u>Jen Skinsacos</u>
<u>Hillary Damon</u>	Anne Harvey		

Members excused: Jared Kent Alisha Bailey
Members Absent:

Amanda Mclasky, President, called the meeting to order at 06:30 pm at Westbrook Community Center. Items listed not necessarily in order of discussion:

1) Fundraising

- a. Sponsorship- F.W. Webb has agreed to sponsor the Pee Wee team for the full \$2000.
- b. Need a cheer sponsor and flag sponsors.
- c. Bottle drive-idea to get players to take more ownership in league.
- d. Jen S. is looking to reach out to more local companies for give back nights (ie chipotle, Portland pie) Katy to give Jen S contact info for Portland Pie.
- e. Dunkin cards- \$20 for 52 coffees
- f. WYF day- Whole day of events. Ideas of events to include- corn hole tournament, cook-off, backyard movie, 50/50 (register to compete in corn hole and cook-off) pay to come into event. Maybe a scaled back version for this year, August after the season starts (just corn hole, food, raffle), cash prizes. Possibly at turfs or somewhere inside in case of rain or heat.
- g. Raffle ideas- Maine Mammoths season tickets (2 season tickets- \$99) Danica will ask friend about Pats tickets (possibility to just buy the Pats tickets, could also get Bruins tickets), Greg can offer Celtics tickets again, Anne will talk to Bob about oil donation again, Jen S will reach out to Nappi distributors for tickets/raffle items. We need to start the raffle earlier this year (parent meeting possibly) Hillary mentioned good feedback from the raffle but people would have bought more tickets for the possibility of winning Pats tickets over Celtics tickets.

2) Treasurer

- a. March checkbook ending balance was \$19,153.95.
- b. Hillary would also like to work closer with Danica during the registration period so that she can keep better track of who has paid in full, who is sending in a check, and who has not paid at all. We also need to add a clause that equipment

deposits must be refunded by XX date so that we aren't being chased down the following season for refunds.

3) Concessions

- a. Anne Harvey came in to talk with the board about how to set up our concession stand better (implementing an inventory, set up/running the stand)
- b. Needs for the upcoming season: Outdoor Grill, new griddle, fryer and possibly a slushy machine. Greg priced- Double 110 (legal for shack per codes), fryer \$100-120, Blackstone griddle (outside) \$247
- c. Sam's/BJ's memberships- Danica set forth a motion to purchase BJ's and Sams club memberships for the league. Greg 2nd. Unanimous vote, motion passes. (Greg will look into pricing for those memberships)
- d. Greg applied for BJ's concessions grant. Could not do Sam's because he needed our EIN number.
- e. Jen W. set forth a motion to nominate Anne Harvey as the Director of Concessions. Hillary 2nd. Unanimous vote, motion passes.

4) Equipment

- a. Andy applied for a USA Football grant for helmets.
- b. Bulk pricing for uniforms—Pants \$32.50 at Dick's (these are Underarmor with built in pads in Navy) Bulk pricing for ordering 75. Jerseys are \$39.99 for bulk purchasing of 51. (Andy is going to reach out to see if we can get a jersey mock up just so we can see the quality and look of the new jerseys)
- c. Will offer bulk order for pants at the parent meeting in July. We will have a pants sizing along with the helmet fitting.
- d. Cheer uniforms are \$45 and will better match our tackle teams uniforms.
- e. We have a Gronk grant to help pay for new helmets. Waiting to hear back about a USA Football grant. If we buy new, we'll need to order similar to what was distributed last year.
 - 1) Hillary concerned about buying an entire new fleet of helmets now and then having to fully replace them all again in 5 or so years.
 - 2) Helmets can be reconditioned up to 10 years. Andy to reach out to Riddell for pricing.

5) Registration

- a. Danica set up the registration. Payment plan will be monthly with 4 payments of \$42.50 (tackle only).
- b. Open April 15th. Danica put forth a motion to open multi-player discount of \$10 to all programs instead of just tackle players. Katy 2nd. Unanimous vote, motion passes.

\$10 multi-player discount now open to all programs (discount only applies if paid in full at time of registration).
- c. Tackle cost- \$110+\$25 deposit + \$35 for pants. New this is adding pants to our registration so that all the kids will look uniform and have the same pants (color and style). \$170 total.
- d. Flag is \$75
- e. Cheer is \$60 + \$25 uniform deposit.
- f. Jen set forth a motion for color fliers (1/2 sheet) to distribute at Elementary schools & Westbrook learns, total of 3000 fliers (1500 sheets). Danica 2nd. Unanimous vote, motion passes.

6) Coaches

- a. Questions arose- How long is the Head Coaches voting period? Now that we have cheering, does that Head Coach now get a vote? How many Flag coaches get votes (we now have 5 flag teams)?
 - b. Discussion tabled until next meeting.
- 7) Miscellaneous items
- a. July skills clinic with Jeff Guerette (high school head coach)- July 23-26. No pads/helmets.
 - b. Parent meeting will be July 26th (pending site approval from high school) @ 6pm
 - c. Code of Conduct- need to read to players at parent meeting then have parent and player sign. Need to go over before next meeting and bring any changes you'd like to see made to it.
 - d. Next Season- POD and bleachers will need to be in a different location. There also needs to be a box painted onto the field for the away team (coordinate with city for this)
 - e. Need to create shed inventory. Put together a game day inventory and a game day checklist
 - f. Westbrook Together Days- Can use Greg's truck. Jen will check with Adam K. about trailer.
 - g. Fan apparel- Atlantic. They are willing to open a store a couple of times, parent meeting, pre-season, during season. First round opening July 23rd. Andy to get fliers and advertisement materials
 - h. Board shirts- would like to get these before Westbrook together days. And have them personalized
 - i. SMYFL meeting is April 24th- any home game conflicts? Amanda-no
- 8) Board of Directors
- a. Open Positions- Co-Concessions Director- (1) 1-year term, Director of Cheer.
- 9) Adjournment Motion at 08:30 pm by Jen /2nd Katy – Vote: Unanimous all in favor

Next Regular Board meeting: Sunday May 20, 2018 09:00 am-11:00 am
 Location: **Westbrook Community Center** – Conference Room

Meetings will be held generally on the Second Sunday of each month however the board reserves the right to schedule mid-month meeting as necessary.

(Minutes stated are in summary form and not verbatim)

Action Items from 04/11/2018 meeting or before:

- Amanda** – email by-laws to board
- Greg**- Coordinate with Jeff the July skills clinic. Possible weekend clinic in March or April
- Greg- Look into charitable donation forms from BJ's & Sams club
- Greg- price BJ's & Sam's memberships
- Greg- email SMYFL- no game conflicts, ask about dues, tell them we don't want to play at Massabessic
- Hillary** – Work on checkbook.
- Jennifer W** – Contact Adam K. about trailer use for WTD parade
- Katy**- Move our website to a Dicks Sporting Goods offered website (coordinate with Amanda)

- Katy- Put registration into Thursday folders (1/2 sheet in color) and post on Facebook.
- Andy- Clothing vendor for fan apparel for next meeting
- Andy- Reach out to see if you can get a jersey mock up
- Andy- price for helmet reconditioning
- Andy- turnaround time for ordering pants (when do we need to order by)
- Danica – Coordinate opening registration, put in payment plan option
- Jen S.- Banner sponsors, flag program sponsors,
- Alisha – look into high school or middle school for monthly meetings
- Alisha- update flier for registration
- Alisha- posting on city message board
- Alisha- put in application for WTD parade
- Alisha- email blast-open board positions, registration changes (tackle pants)
- Alisha - Update email master list as needed

Items for next Agenda: