



MINUTES

January 26, 2020
4:00 pm
Mogies

Those Attending:

X	Nadine Virag (President)	X	Shawn Mele (Head Coach)	X	Brandy Grieff (Cheer Coordinator)	X	Lisa Zaremba (Director)	X	Ericka Jones (Director)
X	Jami Jacobs (Vice-President)	X	Robb Cook (Coach Rep)	X	Michelle Provenzo (Asst. Cheer Coordinator)	X	Dana Speer (Director)	X	Nikki Watson (Director)
X	Misty Abraham (Secretary)	X	Chris Lowe (Coach Rep)			X	Stephanie Thompson-Furnier (Director)	X	Jennifer Reese (Director)
X	Jen Alter (Treasurer)					X	Melanie Nuttall (Director)		

Guests Attending:

Call Meeting to Order

Meeting Called to Order

4:05 pm

Nadine called the meeting to order and welcomed all members. There is a lot to cover. Suggestions are encouraged, but we do need to stay on a timeline.

Reports:

President – Nadine Virag

- Procedure for votes outside of meetings
 - If approval is needed outside of meetings, an emergency vote will be held via board member group text. Everyone is encouraged to respond ASAP.
 - The Secretary (Misty) will record minutes from the text and distribute to the group.
 - **Jami motioned in favor – Shawn second motion – Vote passed in favor of procedure for votes taking place outside of meetings**
- Not all members must be present for a vote to take place. Members who are present will vote.
- Approval for property sign in/out sheets
 - Implement sign in/out sheets for equipment owned by the Flyers organization (ex. Cheer bats, chainsaw, etc.)
 - **Jami motioned in favor – Ericka second motion – Vote passed in favor of implementing sign in/out sheet for equipment owned by the Flyers organization**
- Process around communication – information
 - Nadine responsible for checking Flyers general email – she will link to her phone
 - Facebook, website and team app manager messages will be responded to within 24 – 48 hours by the social media/website committee.
- Dress code for cheer & code of conduct added to website – discussion
 - This will be added to registration process. Parents to sign at time of registration.
 - Brandy to draft dress code by March 2020 meeting.
- Approval to amend Bylaws
 - It was asked if a committee would be formed to amend the Bylaws – a committee will have three meetings to complete the Bylaws task.
 - It was asked what needs to be changed – outdated and vague language. Litigation information to be added. Clarify information on who can vote; just board or entire organization.
 - The purpose of the amendment is to protect the organization.
 - Shawn recommends keeping traditions in place – not many people know the history of Flyers
 - Michelle asked if there was way to make the history more well-known.



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- **Stephanie motioned to amend Bylaws – Jen A. second motion – Vote passed in favor of Bylaws amendment.**
 - Bylaws Committee – Chair: Stephanie, Co-chair Shawn, Other Members: Nadine, Chris, Jen R
 - Approval to forgo “Night at the Races” as a fundraiser
 - Shawn suggested we look at the amount of funds raised last year before voting. Ticket sales is where the most money comes from.
 - Stephanie will provide numbers from last year’s event.
 - Vote postponed until review of last year’s numbers.
 - Recap of meeting with property owner Bill Herman – information
 - Shawn and Nadine attended the meeting – both agree that it went well.
 - A discussion of long-term lease or buyout took place. Bill offered buyout to Flyers multiple times in the past. It was always his goal to sell back to Flyers.
 - Bill did not provide a buyout price at this time.
 - Suggested that they meet more than just once each year.
 - It is recognized that there are improvements to be made including divots in parking lot and swamp area behind scoreboard. Bill gave some options.
 - It was asked if we can make updates to the field while in a lease. Updates can be made, but Flyers are reluctant to without a long-term lease or buyout plan.
 - Current lease is up in March 2020. Nadine to review lease prior to next meeting with Bill.
 - Next meeting is at the end of February 2020.
 - Approval for committees with descriptions.
 - Committee list with descriptions was handed out to all members in attendance.
 - Approval for chairpersons being board member with understanding that chairpersons must report back to the board during meetings.
 - Support from organization members not on the board is permitted.
 - **Michelle motioned – Jami second motion – Vote passed in favor of all chairpersons being a board member.**
 - Chairpersons and other members for each committee are as follows:
 - Apparel: Chair – Jami, Co-chair – Melanie
 - Banquet & Awards: Chair – Stephanie, Other Members – Ericka, Misty
 - Concession Stand: Chair – Jen R., Other Members – Nadine, Stephanie
 - Field Maintenance: Chair – Chris
 - Fundraiser: Chair – Stephanie, Other Members – Melanie, Jen R, Misty
 - Social Media: Chair – Nikki
 - Special Events: Chair – Brandy, Other Members – Melanie, Michelle, Misty
 - Picture Day: Chair – Jami, Other Members – Dana, Lisa
 - Advertising/Program Book: Chair – Michelle, Other Members – Nadine
 - Registration: Chair – Ericka, Other Members – Misty, Nikki
 - Volunteers: Chair – Jen R, Other Members – Jami
 - Gun Bash: Chair Shawn, Other Members – Chris, Robb
 - Game Day Prep (includes EMT): Chair – Jen A., Other Members – Lisa, Amanda Kunkle
 - Grants/Sponsorships: Chair – Dana

Vice President – Jami Jacobs

- Approval to open new bank accounts according to subtitles and close additional.
 - Jami recommended three accounts: Operating, Football, Cheer
 - Jen R. – What account would be used for fundraised dollars? – Operating account.
 - Shawn clarified that we cannot specify where fundraised dollars go.
 - Concession account will be eliminated.
 - Shawn’s name will be added to football account. Brandy’s name to Cheer. Jen A. and Nadine will also have their names on all accounts.
 - **Shawn motioned in favor of three accounts – Ericka second motion – Vote passed for three accounts; operating, cheer, football.**
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Secretary – Misty Abraham

- Discussion about possibly relocating meeting to a more private space.
 - Mogies is a sponsor.
 - Suggestions included school cafeteria and Kinloch fire hall.
 - Discussion tabled for now.

Treasurer – Jen Alter

General Fund Balance – \$1,874.02
Concession Stand Balance – \$1,000.54
Equipment Fund Balance – \$206.75
Cheer Balance – \$307.56
Total: \$3,388.87

- Jen paid final \$1500.00 that was due for the Gun Bash held in November 2019. Outstanding expenses include Riddell, Lancaster Bingo, TLC, and Thrift Hardware. No items will be returned to TLC.
 - Expenses recently paid that occurred during the 2019 season include:
 - Cheer mats
 - Names on sleeves for shirts given out to players at banquet
 - ABC Transit for trip to Heinz field
 - Riddell – balance remains
 - Insurance
 - Greco Gas
 - Ace Hardware
 - Usual monthly expenses will continue to be paid with current available fund balances. No additional income is expected until registration opens. The organization will need to be creative to create income.
 - Misty asked about funds raised at Gun Bash since that was at the end of the season. Nadine explained that the organization has run on a now basis for operating budget. Funds were used for banquet. Registration fees should fund banquet. Past seasons it was used to maintain season.
 - Shawn asked if there is a budget for the banquet. Nadine explained that current year's budget should be estimated from prior year's expenses.
 - It was confirmed that the organization is allowed to carry funds in organization accounts. That is the goal for this coming season.
 - Robb mentioned that there were additional events to raise funds including the Super Bowl. Where are the funds?
 - Nadine has printed ledger. Funds were taken from other accounts for operating expenses.
 - Stephanie encouraged members to speak up right away with any concerns to ensure they are addressed.
 - Nadine said because of the timeframe she is not going to look back unless someone is really questioning. Then, she will research.
 - It was concluded that members would like to see a breakdown of money in and money out.
 - Nadine explained votes are needed for requests over \$50.00.
 - Requests to include what is the request, how much do you need and where is the money coming from.
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- Jen R. recommends two signatures on each check.
 - Safeguard for the organization.
 - **Michelle motioned for approval of two signatures – Jen R. second motion – Vote passed in favor of two signatures on all checks.**
 - Approval for payment of bills
 - **Michelle motioned for payment of bills – Melanie second motion – Vote passed in favor of payment of bills.**

Head Coach – Shawn Mele

- Report on AA Performance program
 - 29 registered to date.
 - Why is AA Performance using Flyers PO Box – training will take place at Flyers field.
 - AA Performance will begin May 19 through end of July. Held every Tuesday and Thursday.
 - Insurance will cover since training is taking place during policy dates.
 - Free to participants – each will receive a t-shirt and gift at the end based on participation
 - Sponsorships are paying for equipment, t-shirts and gifts
 - Will the concession stand be open – TBD
 - Last year 50/50 Outcome
 - It was understood that the purpose of the 50/50 was to raise funds to replace the refrigerator in the concession stand.
 - No one won the 50/50 last year; therefore, money raised was kept by organization. It was not kept aside for the refrigerator.
 - Shawn proposed that all drawings are based off the lottery.
 - Nadine suggests that be added to the Bylaws.
 - Approval to pay balance of last year's Riddell bill
 - Shawn mentioned that Riddell is still owed \$3500.00 from last season. Concerned the relationship with Riddell will be in jeopardy if outstanding bill is not paid soon.
 - Shawn proposed he lend the funds to the organization to pay the Riddell bill with the understanding that he will be repaid. Nadine suggested \$1,000 be paid now with organization funds and the rest with a loan from Shawn. Nadine and Shawn will work out the terms of the agreement.
 - **Stephanie motioned – Ericka second – Vote passed in favor of paying \$1,000 now to Riddell from organization and accepting a loan from Shawn for the remainder.**
 - Concession stand "rules" – information
 - Shawn recommends that door be closed at all times – too many kids in and out.
 - Jen R. said there are too many people in general in the concession stand at one time.
 - **Jami motioned to have door closed and no kids – Melanie second motion – Vote passed in favor of having concession stand door closed and no kids.**
 - Social media chair needs to update logo on all sites – information
 - New logo was approved last year for this season (logo at top of this document)
 - Social media chair (Nikki) will make all necessary updates on social media and website.
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- Approval for people who undertake field maintenance to waive fundraising, but still be responsible for hand money
 - Shawn would like to have two reliable people appointed by Chris to take care of field maintenance.
 - Proposal is that these two people would not be required to complete fundraising commitment, but would still be responsible for providing a check similar to the volunteer check. If they don't complete work, check will be cashed. Amount of check is TBD.
 - Jen R. reminded us of stale date on checks – we need to be careful of this.
 - Work to begin as early as March.
 - **Jami motioned to waive fundraising – Melanie second motion – vote passed in favor of waiving fundraising commitment for two field maintenance people.**

 - Approval to hand out registration flyers at wrestling banquet in April
 - **Shawn motion – Jami second motion – Vote passed to approve handing out flyers at wrestling banquet in April 2020.**

 - Registration for Flag Football – information and discussion
 - Free to participants
 - Dates: April 26, May 3, May 17, May 24 – May 10 cancelled due to Mother's Day
 - Shawn said website needs to be clear. Last year, people were signing up for the wrong things because website was confusion.
 - Social media/Website committee will work clarifying the sites.

 - Results from court hearing
 - Two families failed to return equipment; therefore, Flyers filed with the magistrate. One also sold fundraiser tickets, but did not turn in.
 - One family turned in all except rib pads and is responsible for court costs. Case now closed.
 - The other family did not turn anything in. Now a criminal case since fundraising money was not turned in. Parent had 30 days to respond. No response will result in a warrant for arrest, if we choose to file.
 - Shawn will file at the magistrate.

 - Approval for ban on specific family
 - Shawn asked if we could ban the two families that were taken to court (intentionally left unnamed in minutes).
 - **Melanie motions to ban families – Ericka second motion – Vote passed in favor of banning two specific families from participating in Flyers organization.**

 - Report on Coaches' meetings that have occurred
 - There are 16 coaches – 6 Flyers, 5 Cadets, 5 Recruits
 - Coaches have been donating their time and money to raise money for new football equipment for Cadets and Recruits.
 - Gun tickets have been sold and a tag day took place.
 - There is concern that this was not brought to the board's attention for approval.
 - Board approval was not sought out because of concern about how the money would be used. Future fundraisers need to seek board approval.
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- Shawn will be added to Football account to ensure a proper checks and balance.
 - Nadine confirmed that funds earmarked for certain things will be used for those things. Example, registration fees are for banquet. Those fees will be used for the banquet.
 - Chris discussed the possibility of teaming up with a fire hall on a fish fry during lent. 50/50 split. Use for equipment then operating costs.
- Approval to sell yellow lawnmower
 - **Jami motioned to sell yellow lawnmower – Michelle second motion – Vote passed in favor of selling yellow lawnmower.**
 - Scoreboard and lights – discussion
 - Shawn talked about the age of the scoreboard and repairs needed
 - What do we do with the scoreboard?
 - No funds for a new board now. Advertising funds go to field owner, Bill Herman.
 - Approval for solar powered motion lights
 - Shawn suggested lights for parking lot to discourage trespassing at night.
 - Lights may be installed eventually.
 - Alternative fundraising during games – discussion
 - Chris discussed a fundraiser he saw at another field during half-time.
 - One name is pulled during half-time for a throw-punt-kick challenge. Throw ball – punt ball from where it lands – kick ball through field goal from where it lands.
 - Concern raised that cheer is on the field at half-time.
 - Fundraising committee to consider.

Cheerleader Coordinator – Brandy Grieff

- Brandy will add items to next month's agenda

Committee Reports:

**Chair
in
Bold**

Apparel & Awards –

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Banquet –

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Concession Stand -

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Field Maintenance –

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Fundraising –

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Gun Bash -

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Nominations/Elections –

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Special Event Days (Parent's Day, Senior Day) –

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Picture Day –

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Advertising/Programs –

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Registration –

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Volunteers –

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Communication –

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Unfinished Business:

- Stephanie to pull Night of the Races numbers from last year. Vote to forgo or keep.
- Brandy to draft cheer dress code.
- Sell yellow lawnmower
- Amend Bylaws
- Document income and spending from 2019 season
- Change bank accounts and add necessary names
- Update website and social media with new logo
- Will concession be open for AA Performance?

New Business:

- Cheer to add items to next meeting's agenda
- Preliminary budget discussion – committees should be prepared to discuss ideas and recommend funds needed to be added to preliminary budget
- Shawn recommended early bird registration at a discounted price.
- Billboard discussion – cheer needs added, pictures smaller-words bigger. Ericka is willing to donate to help offset costs, but it needs to be up longer to be effective. Possibly the entire registration period.
- Melanie is willing to add registration information to her store marquee.
- Ericka suggested a mascot.
- Ericka suggested a tent personalized with Flyers to have at admission gate. She is willing to donate.
- Ericka would like Nadine to review last year's financials to see where the money was spent. Recommends a budget line for everything.
- Dana suggested a general fundraiser for a head start this year.
- Shawn said fundraising needs to be all year long.
- Robb said Monday is NOT the best day of the week to have meetings.

Wrap Up:

Meeting adjourned

Next meeting is set for February 10, 2020 at 6:00 pm; location is Mogies

Meeting adjourned at 7:26 pm
