

Caroline Cavaliers Football Club

Meeting Minutes

January 17, 2024

Attendance: Aimee Fletcher, David Fletcher, Tanya Tunstall, Amber Santmyer, Laura Marks, Dan Marks, Leissa Richardson, Alan Richardson & Ron Goff

-501c3 status – 990N filed

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 5:30 pm.

-Motion to approve December 2023 meeting minutes made by Ron & seconded by Dan. All in favor.

-Team Meals: Complete for the 23/24 season. Will begin outreach once game schedule is available.

-Other Committees needed:

- Game Day Crew for home games – We will continue to fundraise for the End Zone Tower.
- Food Drive Collection – October timeframe.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Super Bowl Squares: Aimee found a fillable template to use, in lieu of PoolHost. The goal is to sell through 2 boards. \$20/square. Aimee will share on Facebook pages and encourage others to share.
- Caroline Logo Stencil: Ron would like to duplicate onto plastic.
- Line Dancing class: Nita has offered her services to teach a line dancing class. We need a location and date to do this. Possibly in the Feb-Mar timeframe.
- Corporate Sponsorship: Packages available for review on our website. Laura will update packages for 2024.

-Grants: Consider applying for The Caroline Foundation grant next year. REC grant application process is open until 2/10 – The Power of Change.

-Treasurer's Report: Current balance = \$5834.81 but the Golf Tournament check has not cleared.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk.
- Practice field work: Ron put another 250 lbs of grass seed down and aerated. This is the last work he will do on the practice & game fields.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable.
- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings.

-Upcoming Events:

- **1/21/2024** – End-of-Season Banquet
- **2/8/2024** – Parent Meeting 6 pm
- **2/9 – 12th 2024** – Glazier Coaches Clinic
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- Mid to late summer – Family Picnic, possibly at Pitts Pond

-New Business:

- Glazier Clinic: We have a full gift card from last year & 1 partial card to give for food expenses. Additionally, we will give \$300 for the group of coaches to help with meal costs.
- Camera Tower for endzone: The HiPod tower was bought in 2003 and we can no longer get parts to fix it. Ron got an estimate from SportScope (vendor used for new filming system). Their endzone tower would be \$5500. It allows remote control from the iPad, has AI capability, and it will fit in the trailer! Ron will speak to AD about funding.
- Banquet planning:

- We have 55 players/coaches/sports med students, 90 adult guests & 10 children that have RSVPed.
- Decorations – Marie Holmes & the Goffs signed up to help with this.
- Table set up and dressing: tablecloths, centerpieces, salt & pepper shakers, parmesan shakers, butter dish, order of events/program at each table – Jessica Fletcher signed up to help with this.
- Program/Order of Events – Aimee will coordinate with coach & print one for each table.
- Food – we are looking at adding some options to the salad and variety of pastas menu.
 - Baked ziti – 3 pans: 2 baked by Amber and 1 by the Greg Johnsons
 - Chicken Pesto Pasta – 4 pans by Chandra
 - Fettucine Alfredo – 3 pans: 2 by Aimee and 1 by Laurie
 - Chicken Thighs – Marks family
 - Meatballs – Leissa/Anna
 - Chicken Fried Rice - Leissa
 - Salad & fixings - Aimee
 - Sliced bread - Aimee
 - Brownies – Leissa, Aimee & Teresa
 - Cookies – Leissa, Laurie & Teresa
 - Sheet cake – 2 from BJs
 - 9 gallons sweet tea – David
 - 3 gallons unsweet tea – David
 - 6 gallons lemonade – David
 - 12 gallons of water
 - *Leissa will ask Anna for her chafing dish set up.
 - *Ask Mr. Just/Josh about moving our boxes into the cafeteria on Friday.
 - *Coach G will arrive at 3 pm to get us into the school.
 - *Coach G will ask his aunts to serve in the buffet line, in addition to the coaching staff.
 - *Aimee bring tape, scissors, Command hooks.
- Check-in table – Laura & Ron – there may be a few people that need to pay & they will sell Super Bowl squares. Also, Amy Laudicina has offered help with whatever we need.
- Clean-up – 11 families signed up to help with this!
- Coach gifts & Player gifts – craft night to add the CAVROW logo & personalization to aluminum sport water bottles. Coaches waterproof jackets are complete with Cavalier on horse logo on chest & name across the back shoulders.

- Calendar of Events for the year: Coordinating a calendar with coach to distribute at the Parent Meeting on 2/08.
- Slides for presentation at Parent Meeting: parent leadership is needed, help on and off field, include things we do/have done, what we have been able to provide to the program, emphasizing the school cannot provide all these perks
- Next School Board Meeting is 2/12/2024.

-Old Business:

- Player food insecurity – delivery made in December. More food is needed.

-Next meeting: 2/28/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:12 pm by Ron, seconded by Dan. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

February 28, 2024

Attendance: Aimee Fletcher, David Fletcher, Coach Gerard Johnson, Ron Goff, Leissa Richardson, Amber Santmyer, Laura Marks, Dan Marks, & Tanya Tunstall

-501c3 status – 990N filed

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6 pm.

-Motion to approve January 2024 meeting minutes made by Ron & seconded by Dan. All in favor.

-Team Meals: Scheduling for the 24/25 season has begun. Exxon in Ladysmith will sponsor a meal.

-Other Committees needed:

- Game Day Crew for home games – Four battery charging packs were purchased to extend camera life throughout the game. We will continue to fundraise for the End Zone Tower.
- Food Drive Collection – October timeframe.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Super Bowl Squares recap: We had 3 winners: Leshawn Pollard won \$250, James Spears won \$500, and Jetta Wheeler won \$250.
- Vendor/Yard Sale on 5/18/24: 13 vendors have registered & paid
- Golf Tournament on 8/02/24: 10 hole sponsors already
- Caroline Logo Stencil: Ron would like to duplicate onto plastic. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.
- Flamingo Flock migration: April launch
- Line Dancing class: Nita has offered her services to teach a line dancing class. We need a location and date to do this. Possibly in the Feb-Mar timeframe.

- Numerous In-Kind donations received for raffle and auction.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Leumas will sponsor again.

-Grants: Aimee plans to apply for The Caroline Foundation grant and the Dick's Sporting Goods Grant (for safety equipment).

-Treasurer's Report: January beginning balance = \$11,286.36, ending balance = \$7,079.81.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk.
- Practice field work: Ron requested a meeting with the Athletic Director about use of the practice field.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable.
- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed.
- Locker Room repairs: Dan & Ron to create a punch card of repairs needed.

-Upcoming Events:

- **March 2024** – Bowling Green Clean-up, TBD
- **3/09/2024** – 7v7 @ CHS vs Mechanicsville 10 am to 12 pm
- **3/16/2024** – 7v7 @ LC Bird with linemen 10 am to 12 pm
- **April 2024** – Highland Springs 7v7 – TBD
- **4/20/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **5/11/2024** – 7v7 in VA Beach with linemen – bus (send food/snacks/drinks)
- **5/18/2024** – Vendor & Yard Sale 7-2 pm @ CHS
- **6/01/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **6/03/2024** – Summer Workouts begin
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/30-7/06** – VHSL Dead Period
- **7/29/2024** – Conditioning Test @ 7 pm (tentatively)
- **7/30-31st** – Equipment Distribution

- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course

-New Business:

- Camera Tower for endzone: The HiPod tower was bought in 2003 and we can no longer get parts to fix it. Ron got an estimate from SportScope (vendor used for new filming system). Their endzone tower would be \$5500. It allows remote control from the iPad, has AI capability, and it will fit in the trailer! Ron will speak to AD about funding. Ron will reach out to rep about ideal timing for best pricing & delivery in time for start of the season. We will revisit next month.
- Tanya Tunstall, CHS Athletic Booster Club President discussed the need for someone to take over. She cannot commit to another year.
- Next School Board Meeting is 3/11/2024.

-Old Business:

- Player food insecurity – More food is needed.
- Banquet recap – approximately 155 people were served dinner & dessert, leftovers were distributed to players & the Ladysmith firehouse. Presentation of awards & gifts occurred in the auditorium. A huge thank you to the clean-up crew. They had most of it done by the time the presentation in the auditorium was over!
- Glazier Clinic recap – all varsity coaches attended plus new middle school head coach, Tyler Lockhart. Some will be attending the next clinic in Baltimore to attend different classes.

-Next meeting: 3/27/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:33 pm by Dan, seconded by Tanya. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

March 27, 2024

Attendance: Aimee Fletcher, David Fletcher, Amber Santmyer, Laura Marks, Dan Marks, Alan Richardson, Leissa Richardson, Ron Goff & Anna Toure

-501c3 status – 990N filed

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 5:58 pm.

-Motion to approve February 2024 meeting minutes made by Laura & seconded by Dan. All in favor.

-Team Meals: Scheduling for the 24/25 season has begun, although the game schedule is available yet. We have a new meal sponsor this season.

-Other Committees needed:

- Game Day Crew for home games – See End Zone Tower info under new business.
- Food Drive Collection – October timeframe. We will also consider Wreaths Across America. Can do these collections together, just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Raising Canes Chicken basket raffle: will sell entries through 4/07. We will use an electronic wheel spin to determine the winner. \$2 for one entry or \$10 for 6 entries.
- Vendor/Yard Sale on 5/18/24: 36 vendors have registered & paid; 6:45 am set-up for Vendors, shopping begins at 8 am; bring grill for concessions

- Golf Tournament on 8/02/24: numerous hole sponsors already, we will order signs from Banners on the Cheap for approximately \$20 each; Alan will post a flyer at the police station; individuals can sign up, as well as 4 person teams; the banner for the Ladysmith area will be affixed to 4x4 posts concreted in buckets for safety and ease of moving
- Caroline Logo Stencil: Ron would like to duplicate onto plastic. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout. We will put on display at the Vendor/Yard Sale near the concessions tent.
- Flamingo Flock migration: April launch, Aimee will lead this effort. Will display them at the Vendor/Yard sale near the concessions tent.
- Line Dancing class: Nita has offered her services to teach a line dancing class. We need a location and date to do this. Possibly in the Feb-Mar timeframe.
- Numerous In-Kind donations received for raffle and auction.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Apex have already sent their payments.

-Grants: Aimee applied for The Caroline Foundation grant due 4/01. Aimee reached out to Ryan at Dick's about possibly apply for their grant. He informed that the process has changed a bit and he is encouraged to support new groups. He will be working with Tyler at CMS. That's a win in our book!

-Treasurer's Report: February beginning balance = \$6,693.55, ending balance = \$7,948.25.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable.
- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed. 48 have been delivered. The remainder ordered from another store. Still waiting for a call from Northern Tool about pick up.
- Locker Room repairs: Dan & Ron to create a punch card of repairs needed. Will meet 4/06 to identify needs.

-Upcoming Events:

- **March 2024** – Bowling Green Clean-up, TBD
- **April 2024** – Highland Springs 7v7 – TBD
- **4/20/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **5/11/2024** – 7v7 in VA Beach with linemen – bus (send food/snacks/drinks)
- **5/18/2024** – Vendor & Yard Sale 7-2 pm @ CHS
- **6/01/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **6/03/2024** – Summer Workouts begin
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/30-7/06** – VHSL Dead Period
- **7/29/2024** – Conditioning Test @ 7 pm (tentatively)
- **7/30-31st** – Equipment Distribution
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course

-New Business:

- Niagara bottling donation: Aimee reached out via Contact Us link for information on applying again.
- Camera Tower for endzone: The HiPod tower was bought in 2003 and we can no longer get parts to fix it. The current estimate from SportScope (vendor used for new filming system) for their end zone tower is \$5494. On 4/15, it goes up \$500. This tower allows remote control from the iPad, has AI capability, and it will fit in the trailer! Aimee motioned to purchase the tower before the price increased, seconded by Dan, all in favor.
- Player Food insecurity – more food is needed.
- Next School Board Meeting is 4/08/2024.

-Old Business:

- Sympathy donation made to Special Olympics NC in memory of Howard Lichtenberger, Coach JT's dad.

-Next meeting: 4/17/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:26 pm by Ron, seconded by Anna. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

April 17, 2024

Attendance: Aimee Fletcher, David Fletcher, Leissa Richardson, Gerard Johnson, Anna Porter-Toure, Laura Marks, Dan Marks, & Amber Santmyer

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:01 pm.

-Motion to approve March 2024 meeting minutes made by Laura & seconded by Leissa. All in favor.

-Team Meals: Scheduling for the 24/25 season has begun, although the game schedule is not available yet. Coach Courtney will compile a list of acceptable team meals.

-Other Committees needed:

- Game Day Crew for home games –
- Food Drive Collection – October timeframe. We will also consider Wreaths Across America. Can do these collections together, just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Raising Canes Chicken basket raffle: We will use an electronic wheel spin to determine the winner. Laura will spin tomorrow, 4/18. \$2 for one entry or \$10 for 6 entries.
- Car Wash & Fish Fry coming up on 4/20! Players to arrive 10:30/10:45 am. Need adult helpers to set up at 10 am.

- Vendor/Yard Sale on 5/18/24: 39 vendors have registered & paid; 6:45 am set-up for Vendors, shopping begins at 8 am; bring grill for concessions. Hotdogs donated by Team Carolina BBQ. Will sell hotdogs and possibly hamburgers, chips, water & soda. We will set up the flamingoes by the concessions tent and stencil the logo on the sidewalk to show examples of other fundraising we have going on. We also will sell tickets for the yeti cooler raffle. Laura & Dan will put the advertisement banners out the week before the event. We will meet Friday night to set up the parking lot area.
- Golf Tournament on 8/02/24: 2 players signed up already, 10 hole sponsors, plus a potential 5 more. We will order signs from Banners on the Cheap for approximately \$20 each; Alan will post a flyer at the police station; individuals can sign up, as well as 4 person teams; the banner for the Ladysmith area will be affixed to 4x4 posts concreted in buckets for safety and ease of moving
- Caroline Logo Stencil: Ron would like to duplicate onto plastic. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout. We will put on display at the Vendor/Yard Sale near the concessions tent.
- Flamingo Flock migration: April launch, Aimee will lead this effort. Will display them at the Vendor/Yard sale near the concessions tent.
- Line Dancing class: Nita has offered her services to teach a line dancing class. We need a location and date to do this.
- Numerous In-Kind donations received for raffle and auction.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Apex have already sent their payments.

-Grants: Aimee presented for The Caroline Foundation Board today for the grant application that was submitted. We should hear back from them in a day or two.

-Treasurer's Report: March beginning balance = \$7,948.25, ending balance = \$11,699.67

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable.

- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed. 48 have been delivered. The remainder ordered from another store.
- Locker Room repairs: Dan & Ron to create a punch card of repairs needed. Racks for shoulder pads, fix loop for locks that are broken.

-Upcoming Events:

- **4/20/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **5/04/2024** – 7v7 at Liberty High School in Bealeton
- **5/11/2024** – 7v7 in VA Beach with linemen – bus (send food/snacks/drinks)
- **5/18/2024** – Vendor & Yard Sale 7-2 pm @ CHS
- **6/01/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **6/03/2024** – Summer Workouts begin
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/30-7/06** – VHSL Dead Period
- **7/29/2024** – Conditioning Test @ 7 pm (tentative)
- **7/30-31st** – Equipment Distribution
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course

-New Business:

- Niagara bottling donation: Aimee reached out via email.
- Camera Tower for endzone: The HiPod tower was bought in 2003 and we can no longer get parts to fix it. The current estimate from SportScope (vendor used for new filming system) for their end zone tower is \$5494. This tower allows remote control from the iPad, has AI capability, and it will fit in the trailer!
- Player Food insecurity – no identified needs right now. While waiting to present to the Caroline Foundation Board, I met Ms. Kline from CHS. She runs a pantry of sorts out of the high school. Distribution is very discreet. I would like to explore options of connecting players in need with her.
- Next School Board Meeting is 5/13/2024.

-Old Business:

-Next meeting: 5/29/2024 at 6 pm at Roma's in Bowling Green, rescheduled to 5/29/2024.

-Motion to adjourn meeting at 7:05 pm by Dan, seconded by David. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

May 29, 2024

Attendance: Aimee Fletcher, David Fletcher, Leissa Richardson, Laura Marks, Dan Marks, Josh Grein, & Ron Goff

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:12 pm.

-Motion to approve April 2024 meeting minutes made by Dan & seconded by Ron. All in favor.

-Team Meals: Scheduling for the 24/25 season has begun. Josh will send the game schedule.

-Other Committees needed:

- Game Day Crew for home games – AV equipment has been assembled & checked by Ron. Brian Cunningham, Jimmy Mynhier, Dan Marks & David Fletcher have agreed to continue on the crew. Ron will speak to Tyler Lockhart to identify some other support.
- Food Drive Collection – October timeframe. We will also consider Wreaths Across America. Can do these collections together, just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Car Wash & Fish Fry from 4/20 yielded a profit of \$2771.78! Our next Car Wash is Fish Fry is Saturday, June 1st. Players to arrive 10:30/10:45 am. Need adult helpers to set up at 10 am, and to help coordinate the players throughout. Mr. & Mrs. Johnson will get the blocks of fish, oil, breading &

clamshell containers. Aimee will bring all other groceries, big cooler, hose & Yeti cooler for raffle. Ron will bring all supplies from the hot box & 3 EZ up tents. Dan will check with Tractor Supply about propane refills. Laura & Dan will bring coolers, tent, tables, & fryer.

- Yeti Tundra 45 cooler raffle: we have sold 35 tickets so far.
- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.
- Flamingo Flock migration: May launch, Aimee has first set of photos. Those will be posted, then the flamingoes will fly to another yard.
- Vendor/Yard Sale moved to 5/19/24 due to rain on the 18th. There wasn't a lot of traffic coming through the sale. We cleared \$1120.57 in profit (\$1080 in table/space sales + \$40.57 in concessions).
- Golf Tournament on 8/02/24: 2 teams + 2 players signed up already. Hole sponsor signs have been ordered. Laura potentially has 5 more-hole sponsors. Trophies & poker chip mementos have also been ordered.
- Numerous In-Kind donations received for raffle and auction.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Apex have already sent their payments. Aimee reached out to McKesson again.

-Grants: The Caroline County Foundation Board awarded us \$2000 toward the Endzone tower! A thank you card has been sent.

-Treasurer's Report: April beginning balance = \$11,699.67, ending balance = \$12,423.79.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, individual bags of BAKED chips, protein bars, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk.
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable before issuing to players. Ron researched inventory option. The best deal he found is with Asset Tiger. When you buy 1500+ tags, the software is included. We can tag anything the Club owns. Additionally, helmets and shoulder pads. These tags cannot be attached to clothing items. Jerseys can be inventoried by color and number. Pants will need to be labeled with laundry marker or Sharpie marker and tracked on a spreadsheet. Uniforms must be checked out before games and checked in after games. The jerseys &

pants will be presoaked in large rolling trash cans with detergent water. Ron motioned to order 1500 small, round, red QR tags at \$(TBD), Laura seconded. All in favor.

- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed. 48 have been delivered. The remainder ordered from another store.
- Locker Room repairs: Dan & Ron to create a punch card of repairs needed. Racks for shoulder pads, fix loop for locks that are broken.

-Upcoming Events:

- **6/01/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **6/03/2024** – Summer Workouts begin
- **6/10 - 12th 2024** – Randolph Macon Team Camp
- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/30-7/06** – VHSL Dead Period
- **7/29/2024** – Conditioning Test @ 7 pm (tentative)
- **7/30-31st** – Equipment Distribution
- **8/01/2024** – First Practice
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course
- **8/09/2024** – Scrimmage at L.C. Bird HS
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto

-New Business:

- Coach Johnson resigned his head coach position on 5/13/24. He took a position with a college program. He will remain with us through June. Interviews for a new coach have begun. The administration recognizes an urgency around identifying a new coach.
- Weight room purchases through \$5000 donation from Sullivan's Tree Service: Coach made a wish list for the weight room, as well as some items for LT (Athletic Trainer). All of those items were purchased by the Club. The receipts were immediately turned into the CHS bookkeeper for reimbursement. The items have begun arriving at the school. Coach says it looks like Christmas in the weight room!
- Niagara bottling donation: Aimee reached out again via email.
- Camera Tower for endzone: The SportScope (vendor used for new filming system) Endzone tower has been ordered! This tower allows remote control from the iPad, has AI capability, and it will fit in the trailer!

- Player Food insecurity – no identified needs right now. While waiting to present to the Caroline Foundation Board, I met Ms. Kline from CHS. She runs a pantry of sorts out of the high school. Distribution is very discreet. I would like to explore options of connecting players in need with her.
- Next School Board Meeting is 6/10/2024.

-Old Business:

-Next meeting: 6/19/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:22 pm by Dan, seconded by Ron. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

June 19, 2024

Attendance: Aimee Fletcher, David Fletcher, Laura Marks, Dan Marks, Ron Goff, Anna Porter-Toure, Mackenzie Alexander & Terry Alexander

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:08 pm.

-Motion to approve May 2024 meeting minutes made by Ron & seconded by Dan. All in favor.

-Team Meals: Scheduling for the 24/25 season has begun. Coach A is okay with a more varied menu of options. No fried foods, no pizza, no desserts, no burgers/hotdogs.

-Other Committees needed:

- Game Day Crew for home games – We have the new end zone tower!
- Food Drive Collection – October timeframe. We will also do Wreaths Across America. We can do these collections together; we will just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Car Wash & Fish Fry from 6/01 yielded a profit of \$830.89. We had far fewer players, coaches & parent volunteers present. Our next Car Wash is Fish Fry is Saturday, September 7th. Players to arrive 10:30/10:45 am. Need adult helpers to set up at 10 am, and to help coordinate the players throughout.
- Yeti Tundra 45 cooler raffle brought in \$520.

- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. He also wants to include stencils for other sports. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.
- Flamingo Flock migration: They have visited two yards. The photos have been posted, and the flamingoes are ready fly to another yard.
- Golf Tournament on 8/02/24: 3 teams + 2 players signed up already. Hole sponsor signs have been delivered. 2 more need to be ordered. Trophies & poker chip mementos have also been delivered.
- Corporate Sponsorship: Packages available for review on our website. Luck Stone, Ferber Auto, & Apex have already sent their payments.

-Treasurer's Report: No report due to Treasurer being out of town.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. Coach would like plastic tubs to store food items (to protect from critters).
- Barcode machine for inventorying equipment? All equipment needs to be inventoried and identifiable before issuing to players. Ron researched inventory options. The best he found is with Asset Tiger tags with barcodes. They will link back to an inventory spreadsheet. We will purchase two sets of tags: 250 'Property of Caroline High School' and 200 'Property of Caroline Cavaliers Football Club'. These tags cannot be attached to clothing items. Jerseys can be inventoried by color and number. Pants will need to be labeled with laundry marker or Sharpie marker and tracked on a spreadsheet. Uniforms must be checked out before games and checked in after games. The jerseys & pants will be presoaked in large rolling trash cans with detergent water. All in favor of ordering the tags. Air tags will be used for the expensive AV equipment and trailer.
- Lockers in the fieldhouse locker room need to be numbered and players need to be issued locks to secure their belongings, approximately 120 locks needed. 48 have been delivered. The remainder ordered from another store.
- Locker Room repairs: Remaining items to be completed on 6/29.

-Upcoming Events:

- **6/28/2024** – Family Picnic @ Pitts Pond 3-7:30 pm
- **6/29/2024** – Locker Room Workday – 8 am start time - locker room equipment hook-up; 42-47" TV mount; inventory equipment
- **6/30-7/06** – VHSL Dead Period
- **7/19/2024** – Friday Night Lights 7:30 pm – touch football games, first & second teams; run all cameras just like a game; run concessions
- **7/30-31st** – Equipment Distribution & Fee Collection
- **8/01/2024** – First Practice
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course
- **8/08/2024** – Varsity Scrimmage at L.C. Bird HS
- **8/22/2024** – Varsity Scrimmage at Meadowbrook HS
- **8/28/2024** – First JV game – home
- **8/30/2024** – First Varsity game - away
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto

-New Business:

- iPad purchase to utilize with new equipment. A newer generation is needed to be supported by SportScope.
- Water Fountains with water bottle filling stations – Ron will inquire about installing them in the JV and Varsity locker rooms.
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Homecoming game concessions – typically the Football Club runs concessions on Homecoming night, as it is very successful. Last year, we had much difficulty getting parents involved and ended up running it with family members. Coach A will work to gain parental involvement too, before we commit to this night.
- Next School Board Meeting is 7/08/2024.

-Old Business:

- Weight Room photo display: this was hung just before Coach Allison left the program. It has been unused since that time. We asked Coach A to determine a way to utilize it. He already has some ideas!

-Next meeting: 7/17/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:50 pm by Laura, seconded by Ron. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

July 17, 2024

Attendance: Aimee Fletcher, David Fletcher, Ron Goff, Leissa Richardson, Alan Richardson & Terry Alexander

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 7:02 pm.

-Motion to approve June 2024 meeting minutes made by Ron & seconded by Leissa. All in favor.

-Team Meals: Scheduling for the 24/25 season is underway. We have 7 games left to cover. Coach A is okay with a more varied menu of options. No fried foods, no pizza, no desserts, no burgers/hotdogs.

-Other Committees needed:

- Game Day Crew for home games – We have a new iPad that is compatible with the new tower. Chain crew is covered for every varsity home game.
- Food Drive Collection – October timeframe. We will also do Wreaths Across America. We can do these collections together; we will just make it clear the food drive is for community food pantries and the wreaths are for veterans.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe.

-Fundraisers:

- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. He needs 4" letters for the stencil. He also wants to include stencils for other sports. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.

- Flamingo Flock migration: They have visited two yards. The photos have been posted, and the flamingoes are ready fly to another yard.
- Golf Tournament on 8/02/24: 3 teams + 2 players signed up already. Hole sponsor signs have been delivered. 2 more need to be ordered. Trophies & poker chip mementos have also been delivered.
- Corporate Sponsorship: Packages available for review on our website. Many banners need to be replaced. They did not weather well. In the future, they need to be taken down in December and stored.

-Treasurer's Report: May beginning balance = \$12,423.79; May ending balance = \$19,346.31. June beginning balance = \$19,346.31; June ending balance = 9,719.43.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of equipment: All helmets and most shoulder pad have been inventoried and labeled with a barcode. The tags cannot be attached to clothing items. Jerseys can be inventoried by color and number. Pants will need to be labeled with laundry marker or Sharpie marker and tracked on a spreadsheet. Uniforms must be checked out before games and checked in after games. The jerseys & pants will be presoaked in large rolling trash cans with detergent water. The combination locks have been numbered and inventoried, as well. Air tags will be used for the expensive AV equipment and trailer.
- Locker Room repairs: Hasps were replaced on the varsity lockers. TV was installed on a wall mount to review film. It will connect with the iPad and display on the larger screen. The large white board was moved to another wall. The refrigerator was cleaned. There was lots of vacuuming of the locker room and office area. Name plates were put on the lockers for the players.
- Locks for locker room: we now have a total of 100. They are numbered and inventoried. We have a master combination sheet shared amongst the head coaches.

-Upcoming Events:

- **F7/19/2024** – Friday Night Lights 7:30 pm

- **7/30-31st** – Equipment Distribution & Fee Collection
- **8/01/2024** – First Practice
- **8/02/2024** – Golf Tournament @ Mattaponi Springs Golf Course
- **8/08/2024** – Varsity Scrimmage at L.C. Bird HS
- **8/09/2024** – Lifetouch photos for football & band
- **8/14/2024** – August meeting of Caroline Cavaliers Football Club
- **8/22/2024** – Varsity Scrimmage at Meadowbrook HS
- **8/28/2024** – First JV game – home
- **8/30/2024** – First Varsity game - away
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **10/18/2024** – Homecoming game vs King George

-New Business:

- Friday Night Lights – Players must arrive at 5 pm. Coach A's wife, Mackenzie is coordinating a pre-game meal for the players. JV will wear white jerseys, varsity will wear red. They will warm up, show some skills & scrimmage each other. The Club will offer limited concessions: hotdogs, chips, water & icy pops.
- Water Fountains with water bottle filling stations – AD Josh Grien submitted a work order. One has been installed in the JV locker room. The Varsity fountain is in progress.
- JV lockers – Josh will speak to Dr. Connolly about replacing with some from the school that aren't being used.
- Stadium Clean-up – 7/24 at 7 pm – We will borrow a trailer to load all debris and trash to haul up to the dumpster. Ron will blow trash out from under the visitor bleachers & we will utilize players for pick-up.
- Ice Bath Tub – The ideal option is a Rubbermaid-type tub to be used maybe once/week for recovery.
- Soft pack purchase = black shirt and shorts set for 7v7 and matching practice apparel should arrive by 7/25.
- Fall sports photos for program – Lifetouch on 8/09 for football and band only – will ask Donnoven to take photos.
- Homecoming Game concessions – 10/18 – JV players & parents needed to support. Coach A will work to coordinate & possibly utilize teachers on duty too.
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 8/12/2024.

-Old Business:

- Family Picnic at Pitts Pond was a success! Everyone in attendance enjoyed their time. There were lots of delicious shared side dishes. The players & families played beach volleyball, swam, jumped off the rocks into the pond, bounced on the water trampoline & swung on the rope swing. A huge thank you to the Pitts family for allowing us to come. If we are able to use the property again next year, it will be mandatory for an adult to attend with their player for safety.
- New iPad to communicate with the end zone tower is already in use and working perfectly!
- Cooling Station – We purchased two industrial fans and one more was donated. We have two misting hoses and are using the older EZ up tents to create this space for cooling. It is player and coach approved!
- Weight Room photo display: this was hung just before Coach Allison left the program. It has been unused since that time. Coach A plans to use for player maxes. It will be divided by Seniors, Juniors, and underclassmen.

-Next meeting: 8/14/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 8:58 pm by Ron, seconded by David. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

August 14, 2024

Attendance: Aimee Fletcher, David Fletcher, Dan Marks, Laura Marks, Anna Toure, Leissa Richardson, Koyar Coates, Yvette Coates, Ron Goff, Terry Alexander & Blake Brown

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:03 pm.

-Motion to approve July 2024 meeting minutes made by Dan & seconded by David. All in favor.

-Team Meals: We have 4 games left to cover. Coach A is okay with a more varied menu of options. No fried foods, no pizza, no desserts, no burgers/hotdogs.

-Other Committees needed:

- Game Day Crew for home games – Huddl payment was not made by the school. It has been temporarily reactivated until the payment is made.
- Food Drive Collection – We will also do Wreaths Across America. We can do these collections together; we will just make it clear the food drive is for community food pantries and the wreaths are for veterans. The date for the Food Drive & Wreath sales is 10/12. We can continue wreath sales until 10/31.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe. Banquet will be in January.

-Fundraisers:

- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. He needs 4" letters for the stencil. He also wants to include stencils for other sports. Offer semi-permanent (spray paint) and temporary (field paint) options. August rollout.

- Golf Tournament Recap of 8/02/24: We made \$2672.83 through hole sponsors, team fees, mulligan & 50/50 sales. Kevin suggested for next year to consider a Thursday. He said it was successful for Hanover High School.
- Corporate Sponsorship: Packages available for review on our website. The banners have been replaced and hung for the season. In the future, they need to be taken down in December and stored.

-Treasurer's Report: July beginning balance = \$9,719.43; July ending balance = \$10,089.84. Note, we have not received an invoice for our portion of the headsets. \$1425 is owed by the Club

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of equipment: All helmets and most shoulder pad have been inventoried and labeled with a barcode. The tags cannot be attached to clothing items. Jerseys can be inventoried by color and number. Pants will need to be labeled with laundry marker or Sharpie marker and tracked on a spreadsheet. Uniforms must be checked out before games and checked in after games. The jerseys & pants will be presoaked in large rolling trash cans with detergent water. The combination locks have been numbered and inventoried, as well. Air tags will be used for the expensive AV equipment and trailer.

-Upcoming Events:

- **8/16/2024** – Lifetouch Team & individual pictures @ 3 pm. Chandra Mynhier will photograph for our program.
- **8/22/2024** – Varsity Scrimmage at Meadowbrook HS
- **8/28/2024** – First JV game – home
- **8/30/2024** – First Varsity game - away
- **9/07/2024** – Car Wash & Fish Fry 11-3 pm @ Advance Auto
- **10/18/2024** – Homecoming game vs King George
- **11/08/2024** – Senior Night

-New Business:

- Water Fountains with water bottle filling stations in JV & Varsity locker rooms are now in place and functional.
- JV lockers – They have been ordered and will arrive in October for installation by our maintenance dept. Unfortunately, they won't be in at the start of the season.
- Stadium Clean-up – Ron is completing the tasks.
- Soft pack purchase = black shirt and shorts set for 7v7 and matching practice apparel – there are some sets that were not purchased. Aimee will reach out to those parents.
- Fall sports photos for program – Danielle Logue agreed to do the design for us.
- Aimee will create a Sign-up Genius for drinks & snacks for away games. After the games, on the ride back to the school, it is ideal for them to have drinks and snacks, similar to what we provide for the Fueling Station. It is a very long day and much energy has been spent by this time.
- Order Schutt cam locks and chin straps to repair helmets. These pieces do not hold up on this particular model of helmet. From the last inspection, 7 helmets were rejected. We have not had the right number of the sizes needed by the players. New helmets need to be purchased, not just to replace the rejected ones, but to have a variety of sizes available to fit players properly.
- Weight Room moving – Coach A and Coach Swanton (wrestling) were notified by the school that the weight room would be moving back to the old room/closet that now houses the wrestling team. The wrestlers will be expected to practice in the cafeteria. Aimee will reach out to the parties involved for more information.
- Homecoming Game concessions – 10/18 – JV players & parents needed to support. Coach A will work to coordinate & possibly utilize teachers on duty too.
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 9/09/2024.

-Old Business:

- Weight Room photo display: this was hung just before Coach Allison left the program. It has been unused since that time. Coach A plans to use for player maxes. It will be divided by Seniors, Juniors, and underclassmen.

-Next meeting: 9/23/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:44 pm by Laura, seconded by Anna. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

September 23, 2024

Attendance: Aimee Fletcher, David Fletcher, Dan Marks, Laura Marks, McKenzie Allison, Butch Allison, Ron Goff, Anna Porter-Toure, & Terry Alexander

-501c3 status – 990N can be filed at the end of our fiscal year (after 7/31/24)

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:08 pm.

-Motion to approve August 2024 meeting minutes made by Dan & seconded by Ron. All in favor.

-Team Meals: We have 2 JV games left to cover. Coach A is okay with a more varied menu of options. No fried foods, no pizza, no desserts, no burgers/hotdogs. We also have a Sign-up Genius for Post Away Game Drinks & Snacks. It is ideal for the players to have something to eat on the bus ride back to the school. Game days are very long for them and they expend a lot of energy on the field. There are 4 away games that are not yet covered.

-Other Committees needed:

- Game Day Crew for home games – McKenzie & Butch Allison are learning the ropes on running the AV equipment. They have been working the sideline during games.
- Food Drive Collection – We will also do Wreaths Across America. We can do these collections together; we will just make it clear the food drive is for community food pantries and the wreaths are for veterans. The date for the Food Drive & Wreath sales is 10/12. We can continue wreath sales until 10/31. Anna will visit some shops in the Bowling Green Food Lion shopping center for permission to set up in front of their business. Ron will do the same in the Ladysmith shopping center. The wreath laying will occur on 12/14. We will investigate the possibility of bussing the players to the cemetery.
- Parade Committee – Reconsider in Oct/Nov when parade details are available.
- Banquet Committee – November timeframe. Banquet will be in January.

-Fundraisers:

- Caroline Logo Stencil: The wood stencil broke. Ron is in the process of duplicating onto plastic that will roll up. He needs 4" letters for the stencil. He also wants to include stencils for other sports. Offer semi-permanent (spray paint) and temporary (field paint) options.
- Car Wash & Fish Fry 9/07/2024 recap: we made \$1640.76, after expenses.
- Corporate Sponsorship: Packages available for review on our website. The banners have been replaced and hung for the season. In the future, they need to be taken down in December and stored.

-Grants: Aimee will submit an application to the Caroline County Foundation for a grant toward the purchase of red jerseys.

-Treasurer's Report: No report yet.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of equipment: All that is left to get are Air tags to be used for the expensive AV equipment and trailer.

-Upcoming Events:

- **10/12/2024** – Food Drive Collection & Wreaths Across America
- **10/18/2024** – Homecoming game vs King George
- **11/08/2024** – Senior Night

-New Business:

- JV lockers – They have been ordered and will arrive in October for installation by our maintenance dept.
- Soft pack purchase = black shirt and shorts set for 7v7 and matching practice apparel – there are some sets that were not purchased. Aimee will reach out to those parents.

- Homecoming Game concessions – 10/18 – JV players & parents needed to support. Aimee will create a Sign-up Genius and will reach out to Josh Grein about how many people are needed. Coach A will work to coordinate & possibly utilize teachers on duty too.
- Replacement stools for press box: At our first varsity home game, one of the press box stools completely fell apart. None of the stools are in good condition. Five metal stackable stools were purchased off of Marketplace and will be in place by the next home game on 9/27.
- After varsity home games, Roma's will stay open late, offering pizza by the slice and a limited menu. This will provide a place for teenagers to go after the football game to eat and socialize. Thank you to the Amatos! It's up to us to make this successful. Share it on social media and tell your friends.
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 10/14/2024.

-Old Business:

- Weight Room photo display: this was hung just before Coach Allison left the program. It has been unused since that time. Coach A plans to use for player maxes. We need a list of players that have earned their photo spot.
- Stadium Clean-up: Ron has completed the work. A truckload of debris was hauled to the dump.
- Fall Football Program: designed by Danielle Logue. It arrived in time to sell at our first varsity home game. They are \$5 each and full-color. We sold 12 copies the first night.
- Weight room move: This discussion has been tabled for the year. The weight room and wrestling room will remain where they are. It is probable this will come up again for next school year. Hopefully by that time, a more appropriate space to place the weight room will have been identified.
- The storage closet has been cleaned out and organized. Plastic totes with lids will keep the football pants protected and clean. They are organized by team and color.

-Next meeting: 10/17/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:53 pm by Ron, seconded by McKenzie. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

November 21, 2024

Attendance: Aimee Fletcher, David Fletcher, Dan Marks, Laura Marks, McKenzie Allison, Butch Allison, Ron Goff, & Terry Alexander

-501c3 status – 990N has been filed for fiscal year August 2023 – July 2024

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:10 pm.

-Motion to approve October 2024 meeting minutes made by Ron & seconded by Laura. All in favor.

-Team Meals: Concluded for the 24/25 season. We will begin soliciting sponsors again once the 25/26t game schedule is released.

-Other Committees needed:

- Game Day Crew for home games – Ron is super thankful for the support he received from the Game Day Crew. Helmets will be sent out soon for inspection. One lesson learned = IOS must be up to date on iPads used for filming, otherwise it won't be compatible with SportScope, causing film issues. We still need a replacement camera so that we have a backup.
- Parade Committee – The parade is on 12/14 during the day. We will not be participating this year.
- Banquet Committee – November timeframe. Banquet will be in January. Aimee will ask Dr. Connolly and Mr. Grein if we can use the cafeteria and auditorium on 1/25/2025.

-Fundraisers:

- Caroline Logo Stencil: Ron finished the stencil.
- Corporate Sponsorship: Packages available for review on our website. We need to begin reaching out to sponsors about renewing sponsorship in

January. Reach out to Wawa as a new possibility. Aimee will have plaques made for this year's sponsors.

-Grants:

-Treasurer's Report: October beginning balance = \$10,730.09 and ending balance = \$8,763.40. We still owe half of the payment for headsets, which is \$1425. Aimee reached out to Mr. Grein about it. To his knowledge, the school has not received an invoice. Ron will look into it, as he worked with them last year too.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of uniforms – Aimee will coordinate with Coach A to inventory jerseys & pants. We will document numbers and sizes.

-Upcoming Events:

- **12/13/2024** – Player Interest Meeting – Coach A will hold at the school, during the school day
- **1/25/2025?** – End-of-Season Banquet – Aimee will confirm date with administration.

-New Business:

- JV lockers – Lockers are in transit. The freight company has reached out to coordinate delivery.
- Soft pack purchase = black shirt and shorts set for 7v7 and matching practice apparel – there are some sets that were not purchased. Aimee will reach out to those parents.
- \$1000 donation from Chandra Mynhier's employer
- End-of-Season Banquet: 1/25/2025 at 5 pm (must confirm date with administration). Set-up at 3 pm. We will need set-up volunteers, food prep volunteers & clean-up volunteers.
 - Invitations – Aimee will create with a QR code for RSVP ease.

- Food – Coordinate with various parents to prepare specific dishes. The Club will provide the groceries needed.
- Decorations – Aimee will reach out to 2 parents that expressed interest.
- Player Gifts – between now and next meeting, brainstorm ideas.
- Coach Gifts – 10 coaches. Need to brainstorm ideas.
- Coach to check with Mr. Grein about the vendor show for uniforms and equipment.
- Refrigerator in locker room/office is broken. We need to be looking for another used fridge.
- Team Camp for this summer?
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 12/09/2024.

-Old Business:

- Industrial fan for JV locker room was ordered.
- Weight Room photo display: Coach A has put up 6 player photos!
- Homecoming Concessions recap = \$1139.20 went to the football account.
- Cold Spark Machine that arrived broken has finally been refunded.
- Action Photo Posters for Weight Room: Coach was very pleased with the first 10 posters. Once Donoven provides photos from the final game, more posters will be printed and hung in the locker room/office.

-Next meeting: 12/16/2024 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:48 pm by Ron, seconded by Butch. All in favor.

Minutes recorded by Aimee Fletcher.

Caroline Cavaliers Football Club

Meeting Minutes

December 16, 2024

Attendance: Aimee Fletcher, David Fletcher, Dan Marks, Laura Marks, McKenzie Allison, Ron Goff, & Pam Burnette

-501c3 status – 990N has been filed for fiscal year August 2023 – July 2024

-Club Officers – Aimee Fletcher – President, Dan Marks – Vice President, Ron Goff – Secretary, Leissa Richardson – Treasurer, Laura Marks – Fundraising & Sponsorship Director, vacant – Team Meals Director

-Meeting called to order at 6:00 pm.

-Motion to approve November 2024 meeting minutes made by Dan & seconded by McKenzie. All in favor.

-Team Meals: Concluded for the 24/25 season. We will begin soliciting sponsors again once the 25/26t game schedule is released.

-Other Committees needed:

- Game Day Crew for home games – We still need a replacement camera so that we have a backup.
- Banquet Committee – Banquet will be January 25, 2025. Access to cafeteria and auditorium confirmed by Dr. Connolly.

-Fundraisers:

- Caroline Logo Stencil: Ron finished the stencil.
- Corporate Sponsorship: Packages available for review on our website. We need to begin reaching out to sponsors about renewing sponsorship in January. Reach out to Wawa as a new possibility.

-Grants:

-Treasurer's Report: November beginning balance = \$8747.03 and ending balance = \$9302.61. Our half of the payment for the headsets (\$1425) has been sent but has not cleared.

-Projects:

- Fueling Station for the players does need regular restocking. Coach's suggestions: Nature Valley granola bars, peanut butter cracker packs, protein bars, slim jims, applesauce squeeze packs, peanuts, yogurt, individual bags of trail mix, deli protein packs (like P3). Gatorade powder in cans to make in bulk. An Amazon Wishlist has been shared to help keep the fueling station restocked. The Wishlist includes snacks, Gatorade, laundry products & cleaning supplies.
- Inventory of uniforms – Aimee met with coach to inventory & document jersey numbers and sizes. Two blue jerseys, 3 white jerseys, and 3 black jerseys need to be replaced. We also want to replace all red jerseys and cycle the existing red jerseys down to JV. Coach A has gotten a mock up and estimate for the red jerseys. They will be \$105 each. Additionally, we need to add 4 full sets in size 3XL. Currently, we only have one jersey number in 3XL.

-Upcoming Events:

- **1/25/2025** – End-of-Season Banquet

-New Business:

- JV lockers – Lockers were delivered. The old lockers have been removed and the new ones are about 20% assembled.
- Uniforms
 - Making black jerseys compliant with VHSL – Best Promotional can order white numbers to be placed over the blue numbers. It will not line up perfectly, but it would provide the needed contrast.
 - New red jerseys – It is our goal to replace all red jerseys and cycle the existing red ones down to JV. Coach A has gotten a mock up and estimate for the red jerseys. They will be \$105 each.
 - Replace missing numbers – two blue jerseys, 3 white jerseys & 3 black jerseys need to be replaced
 - Purchase additional 3XL sets – Currently we only have one jersey number in 3XL. It was not enough for the players we had this season.
 - Pants – Coach does not feel like we need to replace any color of pants at this time, but we do need to order multiples of the larger sizes. He recommended 5 more in each color of 2XL and 3XL.

- End-of-Season Banquet: 1/25/2025 at 5 pm. Set-up at 3 pm. We will need set-up volunteers, food prep volunteers & clean-up volunteers.
 - Invitations – Aimee will create with a QR code for RSVP ease & get to coach by Wednesday, 12/18 for distribution before Christmas break.
 - Food – Coordinate with various parents to prepare specific dishes. The Club will provide the groceries needed. We already have a commitment from Dan & Laura Marks, Chandra Mynhier, Aimee & David Fletcher, Leissa Richardson, Greg & Keeyana Johnson.
 - Decorations – Nicole Johnson & Kayla Kimbrew will coordinate decorations.
 - Player Gifts – Decided on a black beanie with red logo & possibly the player numbers. We will use a block C and the word football for the logo (no sabers).
 - Coach Gifts – 10 coaches. ¼ zip drifit pullover with logo and name on the chest. We will use the logo that was on McKenzie's sweatshirt tonight.
- Coach to check with Mr. Grein about the vendor show for uniforms and equipment.
- Refrigerator in locker room/office is broken. We need to be looking for another used fridge.
- Team Camp for this summer?
- Player Food insecurity – no identified needs right now. We will remember to reach out to Ms. Kline from CHS, when needed. She runs a pantry of sorts out of the high school. Distribution is very discreet.
- Next School Board Meeting is 1/13/2025.

-Old Business:

- Action Photo Posters for Weight Room: Donovan provided photos from the final game, and 5 more posters were printed. They can be hung in the locker room/office.

-Next meeting: 1/13/2025 at 6 pm at Roma's in Bowling Green.

-Motion to adjourn meeting at 7:40 pm by David, seconded by Ron. All in favor.

Minutes recorded by Aimee Fletcher.