

**BFAB Meeting**  
August 11, 2011

**Board Members Present:** Mark Wald, Seri Wald, Karen Arens, Andrea Scamehorn

**Members Present:** None

**Open Mike Discussion:** None

**Approval of Minutes from 7/7/2011 meeting** – Minutes were not approved as there was not a quorum present.

**Action Item:** Mark will email members to vote on the minutes so they can be posted on the website.

**OFFICER/COMMITTEE REPORTS**

**President: (Mark)** gave an update. We have made several expenditures for equipment, registration, Villagefest booth items, etc. All kids that have registered for Football have gotten in, thank-you coaches! Mark provided an update regarding Insurance, With regards to Liability Insurance, when we get billed our money will go to the general fund billed overall Boosters for our portion. The Football share of the Property Insurance is approximately \$100 – we are now covered. Boosters still needs to split out between organizations. This covers if something is stolen out of our storage area, for example.

**Equipment: (Dan and Doug)** Sheri and Mark updated the group on equipment. We have 121 new helmets, they were stickered and inventoried. There seems to be an ongoing issue with uniform pants and sizing for players. Mark spends a lot of time responding to “refit” requests, is there a better way to handle this so we don’t have to continually open the storage area for refitting? There is also continued interest in black pants for the players as they are easier to keep clean. When equipment is returned, sometimes items are not clean or are really tough to get clean. The board will revisit this in the future, it was noted that other organizations do not provide pants.

**Fundraising: (Karen and Duane)** Karen provided an update– see Villagefest discussion below. We still have footballs and t-shirts for sale. Upcoming venues to sell these could include: Wilshire Park Fall Fest, Middle School Activity night, Homecoming. We are still expecting a check from IHOP for sponsorship. Thank you IHOP! Mark stated that we have broken even on the t-shirts and sales going forward are pure profit and has discussed with Troy Urdahl the possibility of selling them at upcoming High School games.

**Fields: (Rob)** Mark provided an update. The organized practice schedule is set up. We have good communication with the HS, and know when HS uses field, no

conflicts. Next week we still share the field with soccer, and schedules are still being worked out.

**Secretary/Treasurer: (Andie)** provided an update. There were several paid expenditures this month, including \$750.00 for 7<sup>th</sup> grade team registration, helmet stickers for \$627.30, and \$747.50 for the footballs that were sold at the Villagefest booth.

## **OLD BUSINESS**

**Parade:** The group discussed the parade. We did have a number of players participate in the parade. In the future, we should coordinate with the High School program early in the process if we want to walk adjacent to them – we need to register that way as the parade has a set line up because it is televised. Lessons learned and recommendations for the future include assigning a BFAB Coordinator, soliciting parent volunteers for supervision, selecting a spot to meet where parents can collect their kids, making it clear to parents that they need to pick up their kids at the end, coordinating early on with high school organization. This takes a lot of work and we need the help of volunteer parents to coordinate in the future if we do it again.

**Village Fest:** The group discussed the booth at Villagefest. Footballs – too many organizations handing out footballs, so if we do this in the future we would consider different items and inquire with the HS program as to what they are doing. Volunteers – we did have good coverage, thank you Booth volunteers!! In the future, if we do this, we only need to schedule up until 4 pm and then tear down. Wrap up – basically we had enough volunteers, we would want different items to sell, and we need to decide if we need exposure for the program. We were trying to get people interested in Booster Football and raise awareness of the program, we seem to have accomplished this by participating in the parade, kids wearing jerseys, and lawn signs.

## **NEW BUSINESS**

**Team Pictures:** Bee Photography has been our photographer in the past. There have been no complaints. The group decided to again have Bee Photography do the Photos.

**Action Item:** Mark will contact Bee Photography to schedule photos early in September, this is so we can get them back to kids in October before season ends.

**Booster Coaching Guidelines:** We need to define an escalation process if we have a complaint about a coach or assistant coach who violates the Boosters Coaches Guidelines and Code of Ethics for Coaches. The group discussed adding a defined escalation process, it could be: 1) Verbal warning from the BFAB President 2) cannot be present at two practices 3) termination of their role.

**Action Item:** Mark will ask the coaches for feedback – modify the guidelines to state actual process.

**Coaches Background Checks:** The group agreed that having the Boosters Coaches VP continue to be the point person to do the Football Coach/Assistant Coach background checks.

**Action Item:** Mark will let Boosters know we will continue to use the current process for background checks

**Coaches End of Season Survey:** The group discussed the end of season survey. It was thought that soliciting what the coaches would want to know would be appropriate and tailor some questions to ensure we received that information and passed it onto the appropriate coach.

**Action Item:** Mark will talk to coaches to see what sort of survey feed back would be helpful for them to know so we can include that in our 10 question limit.

**Bits and Pieces:** Mark discussed the need for what he terms as a “Mop-up” person – someone to deal with late registrations, late equipment, etc. as he spends a lot of time on these small items. The group will discuss this at an upcoming meeting, how can we continually streamline our process to make it more efficient and less time consuming? Mark also pointed out that elections for the BFAB are approaching again, and encouraged all to either continue their service or consider running for the board.

The meeting was adjourned at 7:55.

Respectfully submitted,

Andie Scamehorn

Addendum: The Board approved with 5 votes in favor via email on the following motion from President Mark Wald:

Resolution is to order 144 mouth guards (96/youth and 48/adult) at a cost of \$576. This is under budget by about \$250. We have 90 kids in grades 2-5 (so up to age 10). There are about 50 kids in grades 6&7 (age 10+).

Please reply to all with your vote of yes or no.

Bylaws state that “Provided a quorum is met, if the majority of the Directors approves the suggested course of action, then the course of action can be taken.” We have 8 board members, so we need five votes.