

# MINUTES



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**To:** St. Football Booster Advisory Board

**From:** Dustin Halverson

**Subject:** April Meeting Minutes

**Date:** April 14, 2021

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1. **CALL TO ORDER –**
  - 710pm by DH
  - Members on the ZOOM call included DH, SB, WT, DS, CF & SO.
2. **REVIEW, DISCUSSION & APPROVAL OF MARCH 2021 MINUTES**

Chris made motion to approve, Steve seconds.
3. **OFFICERS REPORTS**
  - a. Treasurer –
    - After helmet decal purchase of \$483.85 our current balance sits at \$3,685.15.
    - Chris presented wireframe for 2021 budget with group discussion that followed. Earmarked additional expenses for field paint, coaches background checks, HB marketing.
    - **ACTION** – Chris to further analyze current budget projections and present to group for final approval at May meeting.
    - **ACTION** – Chris to develop a fluid projection of costs for helmet re-conditioning and purchasing timelines prior to May meeting. Goal is to determine our sweet spot for helmet holds and replacement.
  - b. Flag Football Director –
    - Willie was on a call with NFL Flag reps this week about the spring league that he is participating in. Lots of good information discussed regarding rules, field layout and prepping coaches(coaching resources)
    - to be successful
    - **ACTION** – Willie to compile a document outlining key items from spring programming that we may want to institute into our flag programming for the group. Present at May meeting.
    - **ACTION** – Willie to begin process of developing a league rulebook. Formatting for flag and helmet rulebook output will remain consistent. Targeted completion by June Meeting.

- c. Helmet Football Director –
  - Nothing to report
  - **ACTION** – Scott to open conversations with TB league leadership about projected # of teams by program, roles/responsibilities of members. Finalize a league play rulebook?
  - **ACTION** – DH/SB to reach out to John Swanson at North Suburban league to gauge when annual meeting may be held, verify pricing structure for membership by team.
  
- d. Equipment Director –
  - Nothing to report
  - **ACTION** – Dan to investigate re-conditioning standards developed by NOCSAE. What are the guidelines, what are the program liabilities if non-compliant. Make calls to get verified costs to re-condition helmets next summer.
  - **ACTION** – Dan to inventory equipment room prior to May Meeting. Items to be included in this process: shoulder pads, practice pants, game pants, blocking shields, tackling dummies, tacklebar harness', game bags, medical kits, footballs. Dan should reach out to the group for assistance.
  
- e. Fundraising Director –
  - Nothing to report
  - **ACTION** - Steve to investigate FlipGive application prior to May meeting, be prepared to present findings at May meeting.  
<https://www.flipgive.com/app>
  - **ACTION** - Steve to develop a short-list of potential business' to target for program sponsorship prior to May meeting.
  
- f. Fields Director –
  - Nothing to report
  - **ACTION** – Jesse to get field lights app info to DH, WT and SB. To include login credentials for emergency use.
  - **ACTION** – Jesse to provide an update to the group on Stadium completion timelines, working drawings and potential use windows for our program(verify with Urdahl & Woods).
  - **ACTION** – Jesse to provide clarity on what fields we will be able to utilize for programming this fall given heavy usage by other Booster programs this summer. Is there the potential for us to not have C2 this fall?
  
- g. Registrar –
  - 2021 Registration template has been completed by DH. To be submitted to SE the week of 4.19.21.
  - **ACTION** – DH to create online scholarship application for parents in place of existing hard copy format. Place link on Registration page.

#### 4. **OLD BUSINESS**

- a. Punt, Pass & Kick – Timing + Committee Report

- Group discussed pushing PPK event from May 1<sup>st</sup> to early August due to field availability issues.
  - Chris has meeting with VF committee on 21<sup>st</sup> to determine if it will be held.
  - If VF is a go, Chris will ask for permission for us to hold event the Saturday of VF...target on Field C3.
  - Add this as an agenda item for May meeting again.
- b. Open Board positions(Secretary & Registrar) –
- Scott suggested an email to the parents in hopes of drawing interest to fill these open positions.
  - Scott suggested to also post open positions on our FB page.
  - **ACTION** – DH to draft an email to the parents and post FB page message by 4.18.21.
  - **ACTION** – Each SAFB member should offer (2) names to DH by 4.20.21 that could potentially fill the voids.
- c. At-large Board members –
- SEE ABOVE
- d. Helmet Graphics – Set date(s) to install over the next 60 days. –
- WT designed and ordered all graphics for our new helmets. He also took the time to mock up on helmet and shared photos with the group.
  - Order motion Husky graphic for both side of helmet, 1" royal blue stripe and die cut numbers for each helmet. Cost of \$483.85.
  - **ACTION** – DH to offer dates to the group to begin installation of graphics on helmets. Target (2) sessions and complete by June 15<sup>th</sup>.
- e. 2021 season schedule discussion –
- Tabled until May meeting

## 5. **NEW BUSINESS**

- a. Skills Combine – discuss possible dates, drills, fundraising. Attach roles and responsibilities.
- Tabled until May Meeting
- b. Huskie Bowl 2021 – discuss possible dates, fundraising ideas.
- Tabled until May meeting
- c. Registration – set price points for each level of play.
- Chris made a motion to change registration price points for Flag football to \$90/player and TB/Tackle to \$195/player. Dan seconds. Motion passes 6-0.

## 6. **ACTION ITEM REVIEW**

## 7. **ADJOURNMENT**