



Central Bucks West Football Parent Club

Board Meeting Minutes

April 8, 2021

Start: 7:20

Adjourned: 9:06

1. BOARD MEMBERS PRESENT

1. Jen McGuire, Senior Rep
2. Stephanie Charran, Junior Rep
3. Sandi Hilghman, Sophomore Rep
4. Jess Schmidt, Sophomore Rep
5. Kristie Patterson, Freshman Rep
6. Kelly Morris, Treasurer
7. Kim Bradley, Secretary
8. Rob Rowan, Head Coach

2. Coaches Updates/ Requests:

- a. Chocolate Milk – Secured from Simply Fresh. \$0.79/ pint. Coach Jim took over picking up and confirming the order.
- b. Nat's Pizza will donate the first order for the team

3. Registration: 90 Players have registered

- a. 14 – Seniors, 16 – Juniors, 27 – Sophomores, 33 – Freshman
- b. The Program is increasing in numbers compared to 2019 and 2020 seasons

4. 2020 Season Banquet:

- a. April 13th at West in Cafeteria – 5pm set up 6 – 8pm banquet. Rob will send out an RSVP to the players via Remind. Approximately 109 ordered and final number will be adjusted on 4/12/21
 - 1) Set up at 5pm – meet in the cafeteria – Kristie, Steph, Kelly, Sandi and Jen
- b. Chick Fil A was ordered Chicken Sandwich, Mac and Cheese and Dirt for dessert
 - 1) **Steph** to pick up the Chick Fil A.
- c. Secured Black CBW back dropped, can use Mylar Balloons, no latex.
 - 1) **Kim** will pick up 10 mylar balloons.
- d. Kelly to pick up water and Gatorade and prep the bags
- e. Rob has trophies, pull gold jerseys for Seniors and Chairs for Seniors to sign.

5. Budget Review:

- a. Form A (What we expect to do this year) and Form B (What we did last year) were shared by Kelly

- b. Kelly has been working on the taxes. She will have someone look over them as well.

6. Fundraising:

- a. **Gold Cards**
 - i. Goal is 90 players selling 20 cards each equaling \$18,000 (minus the \$.40-\$.49 cost of printing each card and shipping)
 - ii. 40 vendors secured, QR code linked to website page with list of vendors
 - iii. Gold Cards will be handed out at Mandatory Parent/Player meeting if we are able to get them back from the printer.
 - 1) **Jen** is investigating other printing options to lower the cost.
 - iv. Gold Rush is still waiting approval, then dates will be set.
 - v. Gold Cards will be sold at Nat's and we will possibly see if we can leave some in each of our vendor's stores
- b. **Dine and Donate**
 - i. First one will be Sunday April 11th at Jersey Mike's
 - ii. Rob will add the other Dine and Donates to the Calendar
 - 1) April 29 – Jules and Le Macaroons
 - 2) May 6 – Uptowne Deli
 - 3) May 20 – Chipotle
 - 4) June 3 – Sweet Pea
 - iii. Hickory Stick showed interest in a Dine and Donate, we will look to possibly add them during youth camp
- c. **Bag Bingo**
 - i. Waiting on St. Anne to resume Bingo, Anne will call Jen when they are able to proceed.
 - ii. Need a Bingo license (\$15) (copy of bylaws, 501C, and Parent Club Check)
 - iii. Need Raffle License according to the BC Treasurer if doing baskets, 50/50 - \$25/month or \$125/ year. We have decided to buy the year membership.
- d. **Philly Sports Raffle**
 - i. Talked to Tom, we are set for this fundraiser in August.
 - ii. Provided our name and Buck logo for the tickets
 - iii. Need to draft a memo with instructions to be add to the packets.
 - 1) **Jen** to draft memo and arrange for tickets to be delivered end of May.
 - iv. Ticket sales will end on October 1st and the drawing will be October 17th
 - v. \$20 per ticket, send \$10 to Tom and Parents club keeps \$10
 - vi. Tickets can be sold at Youth Camp

7. Youth Camp June 21 – 24, 2021:

- a. Coach submitted everything to Mrs. Loos (community director). Administration not posting anything until May 15th.
- b. This is a concern due to parents currently signing kids up for other summer camps. This close of a deadline will make it difficult for turnaround time to get shirts and bags printed.
- c. **Jen** sent an email to the board about opening up registration for youth camp
- d. Flyers have been sent to LV, Romans, Elementary and Middle Schools

- e. Last day to register to get a t-shirt and bag will depend on when the camp is posted

8. Thursday Night Dinners:

- a. Have the SUG ready for April. Senior parents will have first choice, then it will be open to Junior parents
- b. Cafeteria to be booked for every Thursday in case of rain or not a house that can accommodate the team
- c. Krissy to reached out to Bucks Mount Party Rental about Tables and Chair Rentals and will report back the rental costs

9. Meeting with Henry Hunt:

- a. Several attempts have been made to schedule a meeting with Henry with no reply.
- b. **Jen** to draft an email with our plan for the year, so Henry is informed. Rob will be cc'd on the email.

10. Apparel:

- a. Pride Pack ordered and will be handed out at mandatory meeting
- b. A team store will be set up with Pearce Apparel by Jen, they offer nicer brand names at a better price
- c. Coach's Wish List for Staff
 - i. Rob picked out the warm weather and cold weather apparel for game day
 - ii. Each coach will receive a Pride Pack
 - iii. Newer coaches are lacking West apparel, we will look through the inventory we have and give that to the new coaches
 - iv. Helmet Stickers – Stars, all in pancakes, defensive/ offensive/ scout player of week about \$350/ year

11. Mandatory Meeting:

- a. April 21, 2021 (time and location TBD)
- b. The board discussed the possibility of having the meeting via zoom, outside, or in the cafeteria. Rob will think about these options
- c. We hope to hand out Gold Cards and Pride Packs
- d. Selling leftover apparel was discussed
- e. Topics include introductions, Open Committees, What the parents club does for the players, and upcoming dates

12. Programs:

- a. **Jen** to reach out to Tracy Kelly (program designer)
- b. Need to continue to reach out to local businesses for ads, as well as football, cheer and band families for player ads.

13. Pregame Meals:

- a. We will reach out to previous restaurants to see if they are interested in donating
- b. All Meals need to have a protein, starch, vegetable (salad with dressing) and bread

Committee Chair/ Members:

Fundraising Committee	Kelly Morris, Jess Schmidt, and Sandi Hilghman
Game Day Programs	Jennifer McGuire
Senior Hosted Thursday Night Dinners	Stephanie Charran and Jennifer Estes
Pregame Meals/ Post game Snacks	Jennifer McGuire
Senior Night	Stephanie Charran and Jennifer Estes
Youth Camp	
Parent Jersey/ Yard Signs	Jennifer McGuire
Game Day Spirit Wear	/ Kristie Patterson and Monica Gerace
End of Season Banquet	Stephanie Charran and Jennifer Estes/ Kristie Patterson and Monica Gerace
Website Design/ Updating	Jennifer McGuire