

CAYA

# Executive Board- January

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22 JAN 2025 / 6:00 PM / DIAL-IN

## ATTENDEES

David Welch, Kristy Salter, Shawna Dunlap, Jordan Pons, Amanda Pennington, Krysti Sears, Ariel Henning, Andrew Ochoa, Steven Fravel, Britnee Hankins, Erin Presley, Shelley Bush & Danielle Watson

## AGENDA Items

1. Division of Board Positions and Duties
2. By-laws
3. Code of Conduct (Board Members, Parents & Athletes)
4. Budgets (Due February Board Meeting)
5. Appointment of Disciplinary Committee
6. Appointment of Flag Football Director
7. New Board Positions

### ➤ Budget (\$37,923 operating / \$8,000 Concessions)

- Treasurer will Streamline Budget so that it is available for all board members
- Vice President and Treasurer will have all passwords, the Vice President will audit as needed
- Treasurer will look in to establishing CAYA Sam's Club membership

### ➤ Cheer

- Football vendor samples were poor quality for cheer uniforms- waiting on better mock-up and working with Navarre Cheer for second option
- Registration price for Cheer TBD once uniform package / price has been determined (Cheer shoes will not be included in package)
- Practice / Wedge Mats-\$2,000 estimate

### ➤ Field Maintenance

## ➤ Fundraising

- 5K (March)
- Car Show

## ➤ Concessions

- Turn over in progress
- Chili Machine (\$515 / \$924 - dual) & Chili (\$49.98-4 pack) Sam's Club

## ➤ Football

- Using same vendor (Aquille) as last year - Mock-up has been received, waiting for modifications
- We have 126 helmets (117 Ridell / 9 Zenith), Zenith out of business. Ridell rep will be here 1<sup>st</sup> week in Feb. Refit / refurbish \$45 per helmet. Bulk purchase discount (minimum 100 helmets) Victor I - \$100 each or Speedflex at 250\$ ea (Offered to parents for purchase)
  - Release of liability needed for ANY athlete using Zenith helmet
  - Parents will be given an opportunity to purchase at discount
- Shoulder pads still need to be evaluated for replacement
- Clarification needed from PYFA (Cornell) regarding new Background Checks

## ➤ Flag Football

- Director Appointed by unanimous vote- Alec Chamberlain

## ➤ PR

- PR releases for Football, Helmet orders and Cheer
- Flyers for each program in schools by March

## New Business

### ■ Division of Board positions and duties

- President will oversee PR, Fundraising, Concessions, Flag and Secretary
- Vice President will oversee Football, Cheer, Field Maintenance and Treasurer

### ■ Discipline Committee- Appointed by president

- Laura Winn, David Hood, Shelly Bush, Andrew Ochoa, Krysti Sears, Steven Fravel and Amanda Pennington

### ■ General Membership opens 1 Feb (change in By-laws)

### ■ New board position(s)

- Event Coordinator / Asst Event Coordinator / Team Coordinator

### ■ Storage Facility updates

- New Management System - Payment Process
- Storage locker Unit Swap football locker to larger unit (cheer locker) and move cheer to corner unit same building (free unit)

### ■ By-Laws

- Edits w/tracking available for review / vote at Feb Board Meeting
- Budgets
  - Due for each program at February meeting

## **ACTION ITEMS**

1. Storage at Elks needs to be organized
2. Storage trailer repair / Wrap
3. Hardened facility for cheer use
4. By-laws - finalize at Feb meeting
5. Budgets- Due at Feb meeting

CAYA

# Executive Board- February

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12 Feb 2025 / 6:00 PM / Crestview HS

## ATTENDEES

David Welch, Kristy Salter (Dial-in), Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Andrew Ochoa, Steven Fravel, Alec Chamberlain, Travan Porchia, Britnee Hankins, Erin Presley, Shelley Bush & Danielle Watson (Dial-in)

David called the meeting to order, January meeting minutes- motion to approve Arielle Henning second by Steven Fravel

## AGENDA Items

1. By-laws
  2. Code of Conduct (Board Members, Parents & Athletes)
  3. Board members will be required to sign a Code of Conduct
  4. Parents will sign a contract at sizing, if they don't sign they will not be allowed to continue with the program.  
Violators will not receive a refund
  5. Budgets - review for each program
  6. New Board Positions
  7. Fundraising event - 5K
  8. Uniforms
  9. Insurance and event add-ons
  10. Tent purchase
- **President**
- CAYA will be Adding a Code of Conduct for Board Member's outling duties / responsibilities for each board position. All board members need to work together and avoid drama within the group.
- **Vice President**
- New Board positions Motion to approve Andrew, Arielle second
    - Event Coordinator - will be responsible for building volunteer rosters, meet the Bulldogs and any special

#### events

- Team Coordinator - build Team mom program, training Sam Fravel has been recommended.
- Approved by unanimous vote.

#### ➤ Treasurer

- Current balances: (\$44,482.63 operating / \$997.00 Concessions)
- Pending Charges for fields, insurance and UWF (cheer prep last season) leaves remaining operating balance of \$35,907.63
- The treasurer will build an email specifically for invoicing / billing
- The treasurer will research personalized receipt books

#### ➤ Football

- Helmet / Shoulder pad order (100 @\$13,975/ 100 pads @ \$4500.00) if done this month, free shipping and free helmet decals (L/R & restricted) approved by unanimous vote
- Reconditioning 84 helmets at \$45 ea. Sent to Riddell 4 Feb (45 day turn around)
- Football camps-potential for 2 sessions before the season starts
- Relook the way Coaches are appointed, currently voted by members-rework in By-laws
- Schedule multiple sessions for sizing, starting prior to the end of the school year. All issued equipment will be given at fitting and annotated on the athlete sizing sheet which will be signed by the parent
- The football director proposes a deposit of \$50 per player for equipment

#### ➤ Flag Football

- Assistant Director position had no applicants. The President recommended Isiah Townsend. His nomination was approved by unanimous vote
- Registration fee for the coming Flag season will be \$100 per athlete, ref fees, paint and flyer will eat \$21,600 of our budget
- Adding a gate fee (\$5-adults only) for all Flag games is the only way flag can be successful - Approved by unanimous vote

#### ➤ Cheer

- Cheer Mats need to be ordered (\$2000 estimate)
- Poms will need to be ordered to ensure all girls have a set (85 red 73 black and 23 pink) \$1880.75 plus tax
- Camp with 850 Cheer will be \$10 per cheerleader, camp for coaches to be included
- Donations for cheer camps estimate at \$300 (UWF)
- Total to jump start cheer \$3,880.75 needed now

➤ Fundraising

- 5K will Move to the Fall
- Registration fundraiser (Calendar cards)
- Car Show (April)
- Movie Night at Garden City (June)
- Sponsor packets invoiced at \$211.34

➤ Concessions

- Budget for the season (to include Flag) initial supply \$4000
- Need to purchase IPAD stand (check with Jo)
- David will donate the hot spot, we will need to secure / pay for plan

➤ PR

- No new business

➤ Secretary

- Sports Insurance (renewal date 4/1)
- Current Premium - \$4,934.59
  - Dishonesty Bond - \$25,000
    - covers theft / embezzlement
  - Property - \$250 per year for \$25,000 (500.00 Deductible)
    - Covers theft / damage football & Cheer Equip, does not cover equipment not recovered from registered athletes
    - Premium will increase to \$400 for \$40,000 (\$500 Deductible)
    - We will need Add-on insurance for all events
    - Separate Policy is needed Parades (not covered by esports insurance)
- Building / trailer coverage- David will check on this
- Tents need to be ordered ASAP - 2 ea 10x20 (Field) and 1 ea 10x10 (Gate) (red w/heavy duty legs UV) we may need to purchase 2 additional 10x20 tents, will be discussed once registration numbers are finalized. Danielle is the POC and will discuss further discount with vendor if we decide to buy more.

➤ Grounds

- Jordan will be purchasing 4 bags of grass seed (\$140.00) for Elks, david will have fill dirt brought in to level prior to seeding
- Field cutting will take place every Sunday unless event dictates alternate day (must be coordinated in advance)
- Field will be treated for ants starting next week
- Field will be painted weekly
- Trash Service for Elks - \$70.00 per month to start July

## **ACTION ITEMS (Feb Meeting)**

6. Tent purchase (Danielle / Erin this week)
7. Pom orders (Britnee / Erin this week)
8. Order Cheer mats (Britnee / Erin)
9. Insurance upgrades (Krysti)
10. Building / parade insurance (David)
11. By-laws / Code of Conduct-Final / Print (Krysti)
12. Cheer / Football flyers (Amanda)
13. Date for SE training (David)
14. Ipad Stand from HS or Amazon purchase (David)
10. Concessions Hotspot (David)
11. Order helmets and Shoulder Pads (Steven / Erin)
12. Applications for Head Coaching Positions (April Meeting)

CAYA

# Executive Board- March

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5 March 2025 / 5:30 PM / Crestview HS

## ATTENDEES

David Welch, Kristy Salter (Dial-in), Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Travan Porchia, Erin Presley, Shelley Bush & Britnee Hankins

David called the meeting to order, February meeting minutes-  
motion to approve Jordan Pons second by Shawna Dunlap

## AGENDA Items

1. Registration
  2. Mascot Cheer program
  3. CAYA Insurance upgrades
  4. Building insurance
  5. By-laws / Code of Conduct-Final review / approve
  6. Date for SE training
  7. Applications for Head Coaching Positions
  8. WIFI Hotspot and IPAD stand
  9. Flag conditioning dates
  10. Football Sizing Dates / training
- **President**
- Board meeting time going forward will be 6 pm
- **Vice President**
- Inducting members into the Hall of Fame - Chris Johns has been nominated
- **Treasurer**
- Current balances: (\$45,062 operating / \$ 993.97 Concessions)
  - Purchase above \$1000 require President / Vice President / board approval, over \$250 Erin approval under \$50.00 no approval needed



- New Payment receipts books
  - Receipts need to be written for all sponsors

## ➤ Football

- 4U Mascot program - sideline support, Development pipeline to tackle
  - Capped at 10 participants
  - Be 4 NLT 1 Jan 2025
  - Registration fee \$150 - 3 Jerseys, warm up suit
  - No more than 1 hour practice, released to parents
  - Offered to 2024 CAYA families first
- Football camps-potential for 2 sessions before the season starts
- Schedule multiple sessions for sizing, starting prior to the end of the school year. All issued equipment will be given at fitting and annotated on the athlete sizing sheet which will be signed by the parent and Sizing rep

## ➤ Flag Football

- Flag conditioning Sessions (with the High School)
  - Sundays at Elks
  - Apr 12/19
- April 27 - Draft at Elks Field
- May 1 - first regular season practice
- Jun 2 - first game

## ➤ Cheer

- Mascot Cheer Program
  - Must be 4 by 1 Jan 2025
  - Capped at 10 participants
  - Registration fee is \$150 - includes 2 practice tank tops, pink jersey, backpack, shell, crop liner, skirt and bloomers
  - Mascots will participate home games only (half time /3<sup>rd</sup> quarter with boomers)
  - Participate in Cheer off
- Uniform Kit (\$450 not \$400) added 3XS and 4XS to size options
- Cheer Showcase - Sat, 8 March at Davidson MS 5:30PM no admission fee
- PYFA Cheer off (26 Oct) - we will need volunteers, cheer will do a sign-up sheet. Same location / same rules as last year
- Cheer by-laws should be final after next PYFA meeting (26 Mar)
- Junior Assistant Program - tabled until Apr meeting
- Cheer conditioning sessions - starting after Spring Break

## ➤ Fundraising

- Season Passes for families - gate fees with reduction in price if pre-paid for the season

➤ Concessions

- Need to purchase IPAD stand
- Wifi Hotspot plan

➤ PR

- Flyers for the schools - printing 6000

➤ Secretary

- Sports Insurance (renewal date 4/1)
- Current Premium - \$4,934.59
- New Premium will be \$5,734.00
  - Dishonesty Bond - \$25,000
    - covers theft / embezzlement
  - Property - \$250 per year for \$25,000 (500.00 Deductible)
    - Covers theft / damage football & Cheer Equip, does not cover equipment not recovered from registered athletes
    - Premium will increase to \$400 for \$40,000 (\$500 Deductible)
    - We will need Add-on insurance for all events
    - Separate Policy is needed Parades - Esports is working an estimate
- Building / trailer coverage - TBD

➤ Grounds

- Trash Service for Elks - \$70.00 per month to start July
- Porta Potty damage

**ACTION ITEMS (Mar Meeting)**

1. Insurance upgrades - 31 mar 25 (Krysti)
2. Building / parade insurance
3. By-laws / Code of Conduct-Final / Print (Krysti)
4. Date for SE training (David)
5. Ipad Stand purchase (Shawna / Erin)
6. 12.Applications for Head Coaching Positions (April Meeting)
  - FB flyer will go out next week

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# Executive Board- April

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2 April 2025 / 6:00 PM / Crestview HS

## ATTENDEES

David Welch, Andrew Ochoa, Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Amanda Pennington, Samantha Fravel, Shelley Bush, Isaiah Townsend, Danielle Watson & Britnee Hankins

David called the meeting to order, March meeting minutes- motion to approve Shawna Dunlap, Second Arielle Henning

## AGENDA Items

11.Registration

12.Luke Jones -Sponsorship for Flag / Tackle

13.Applications for Head Coaching Positions (23 Apr)

14.Football / Cheer Plan for Sizing, Dates / training / Helmet Decal / Junior Assistant Programs

### ➤ President

- A motion was made to defer Head coach voting to Apr 23
- Background checks for coaches and staff Level 2 (propose for 2026 season for CAYA to fund background checks) \$34.95 fee

### ➤ Vice President

- Inducting members into the Hall of Fame - Chris Johns has been nominated, approved by unanimous vote
- List to follow for future inductees (David)
- Recommend inductees participate in end of year party and have ceremony
- All board members should assist in all program events
- To propose an event, send details to PR and post in board chat (CONOP) helps ensure we all are informed
- 7 April meeting with Garden City
- Key Dates
  - April 13 - PYFA Meeting @ Walton HS
  - May 1 / 2 Flag uniform order in
  - Jul 7 CAYA Conditioning sessions (2 Weeks) all programs
  - Board Members need to register as General Members ASAP

➤ **Treasurer**

- Current balances: (\$16,544.15 Registration, operating \$14,848,44
  - Deficit of \$1,986 due to pending expenses and outstanding debt

➤ **Football**

- Dates for Sizing (17 May, 7 Jun & 28 Jun) / plan- All issued equipment will be given at fitting and annotated on the athlete sizing sheet which will be signed by the parent and Sizing rep (order NLT 15 Jul)
- Late registration consideration to include fee to cover expedited shipping
- Helmet Decal mock-up sent via board chat
- Junior Assistant Program
  - Age restrictions
  - Number of applicants Cap? No
  - Release of liability (Parents)
    - Signed or electronic in SE TBD
  - Football Director / Head coach discretion?

➤ **Flag Football**

- Flag conditioning Sessions (with the High School)
  - Sundays at Elks
  - Apr 12/19 - Volunteers needed (6)
  - April 26 / 27 - Drills / Combine - Draft at Elks Field
  - May 1 - Coaches meeting
  - May 5 - first regular season practice
  - Jun 2 - first game
- Junior Assistant Program -
  - Age restrictions
  - Number of applicants Cap? No
  - Release of liability (Parents)
    - Signed or electronic in SE TBD
  - Flag Director / Head coach discretion?

➤ **Cheer**

- Cheer by-laws finalized (Copies Apr 13 PYFA Meeting)
- Cheer Sizing Dates (17 May, 7 June & 28 Jun) Plan / Training? Dedicated times / Process for each age group aligned CAYA wide
- Cheer FB page - created for uploading info specific to cheer, routines etc
- Junior Assistant Program
  - Age restrictions
  - Number of applicants Cap? NO
  - Release of liability (Parents)
    - Signed or electronic in SE TBD
  - Cheer Director / Head coach discretion

➤ Fundraising

- BBQ Festival Fundraiser - (\$185.00 in sales/donations)
  - Vendor fee - \$55.00
  - \$145.00 in sales
  - \$40.00 Donation
  - Swag start up cost - (\$1,010.00)
  - Square - \$78.00
  - Deficit of \$958.00
- Aarron's Training event
  - Elks Field (May 3 / 4) \$40.00 registration fee
  - Flyer done, awaiting PR approval
  - ALL proceeds come to CAYA as Sponsorship
  - Plans for cheer training event and 2<sup>nd</sup> football event closer to tackle season
  - Fill My Card fundraiser
  - Popcorn Fundraiser for Flag
  - 300 athletes are needed to cover Ref fees - 89 registered as of 2 Apr

➤ Concessions

- Start-up purchase for Flag season - (\$4,000.00)
- Hotspot needed or buy IPAD with Sim

➤ PR

- Flyers for the schools -

➤ Secretary

- Luke Jones - Sponsorship for Flag / Tackle
  - Boomer who lost his mom suddenly, board voted unanimously to sponsor
- Building / trailer coverage - TBD
- Board Member contracts - missing one
- CAYA By-laws - printed / handed out

➤ Grounds

- Ant killer / Field treatment has been purchased

**ACTION ITEMS (Apr Meeting)**

15. IPAD / wifi Proposal (Shawna)
16. Date for SE training (David)
3. Applications for Head Coaching Positions (Selection April 23)
4. Junior Assistant program release of Liability signed or electronic in SE

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# Executive Board- May

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7 May 2025 / 6:00 PM / Education Building

## ATTENDEES

David Welch, Andrew Ochoa, Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Amanda Pennington, Samantha Fravel, Shelley Bush, Isaiah Townsend, Kristy Salter, Danielle Watson & Britnee Hankins

David called the meeting to order, April meeting minutes- motion to approve Samantha Fravel, Second Arielle Henning

## AGENDA Items

15.Registration Update Flag (232), Tackle (36) & Cheer (13, 40, 3)

16.Football / Cheer Plan for Sizing, Dates / training

17.Flag uniform order

18.Coaches meeting 16 May - Tackle Sizing dryrun

### ➤ President

- Background checks for coaches and staff Level 2 (propose for 2026 season for CAYA to fund background checks) \$24.95 fee

### ➤ Vice President

- Proposal for use of Garden City for Flag / Tackle practices (not game field) on trial basis. Board will reevaluate if needed / or Sep board meeting. The Board voted unanimously and the motion carried.

### ➤ Treasurer

- Current balances: (\$ 32,650.79 Registration, \$14,541.29 / \$13,160.24 operating
  - Still need reconditioning bill amount
  - Flag uniforms can be ordered

### ➤ Football

- Dates for Sizing (17 May, 7 Jun & 1 Jul) / plan- All issued equipment will be given at fitting and annotated on the athlete sizing sheet which will be signed by the parent and Sizing rep (order NLT 15 Jul)

- Coach / sizing training is 16 May / Process for each age group aligned CAYA wide

#### ➤ Flag Football

- Flag uniform order NLT 2 May
- Superbowl Rings / Medals \$1150.00
- Fill my Helmet - team with most full helmets gets a party
- Uniform order turnaround time is 1 week
- Uniform order total - \$11,148.00 / \$51.50 per athlete (with socks)
- Flag Season Budget - \$21,108.00
  - May 5 - first regular season practice
  - Jun 3 - first game
  - Jun 26 - Last games
  - Jun 27 - Playoffs
  - Jun 28 - Superbowl

#### ➤ Cheer

- Cheer Sizing Dates (17 May, 7 June & 1 Jul)
- Coach / sizing training is 16 May / Process for each age group aligned CAYA wide

#### ➤ Fundraising

- Aaron's Training event (Rescheduled due to weather 31 May- - 1 Jun)
  - \$40.00 registration fee - Raised \$1,840
  - Fill My Card fundraiser
  - Popcorn Fundraiser for Flag 26-29 May
    - 50% profit from sales
  - 300 athletes are needed to cover Ref fees - 232 registered as of 5 May
  - Board Shirts - \$16.00, send sizes to Arielle ASAP
  - Motion for board to pay carried (\$240.00)
- SWAG can be ordered
- Fill my Helmet - team with most full helmets gets a party

#### ➤ Concessions

No New business

#### ➤ PR

No New Business

#### ➤ Secretary

- Luke Jones - Sponsorship for Tackle
  - Boomer who lost his mom suddenly, board voted unanimously to sponsor
  - Father sent thanks to the board for all of the support

## ➤ Board Business

General members in attendance: Tre Winn, Laura Winn, De'Eric Harvin, Stephanie Harvin, Phil Strawser and Scott Bell

- By-Law changes were reviewed and voted on by the Board and General Members in attendance approved by majority 7 May 25  
Town hall will be scheduled to rework by-laws
- Voting by ballot for Tackle Head coaches 7 May 25
- All applicants in attendance were given a chance to speak on their behalf
- Ballots were counted by Krysti Sears and verified by Kristy Salter

Voting results:

Boomer - Travan Porcia  
Pee Wee - Steven Fravel  
Juniors - Andrew Ochoa  
Seniors - Eric Salter



CAYA

# Executive Board- June

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4 Jun 2025 / 6:00 PM / Education Building

## ATTENDEES

David Welch, Andrew Ochoa, Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Amanda Pennington, Shelley Bush, Isaiah Townsend, Kristy Salter & Britnee Hankins

David called the meeting to order, May meeting minutes- motion to approve Kristy Salter, Second Arielle Henning.

## AGENDA Items

1. Football / Cheer Sizing this Saturday - All hands on deck
  2. Tackle Uniform orders
  3. Board Volunteer schedule for concessions
  4. Equipment purchase for concessions
  5. Cleat Station
  6. Riddell payment
- **President**
    - Michael Beach will Asst Coach Flag on trial basis
  - **Vice President**
    - Warning from the city for trash on the playground, Andrew will speak with Angela. Baseball ends this week and then playground will be our responsibility.
  - **Treasurer**
    - Current balances: (\$ Registration, \$ / \$18,478.39 operating (\$10,618.12)
      - Payments to Riddell must be made monthly (final Payment 1 Sept)
      - Flag up \$1,870.00 as of today
      - Concessions profit will be reflected for May and June with Flag to show earnings

- **Football**

- Dates for Sizing - 7 Jun & 1 Jul / plan- All issued equipment will be given at fitting and annotated on the athlete sizing sheet which will be signed by the parent and Sizing rep (order NLT 15 Jul)
- Proposal for new vote for Tackle coaches in the event there is a second team in a particular age group
  - Decision / vote will be made after registration closes on 1 Jul
- Tackle practice will begin second week of Jul

- **Flag Football**

- Superbowl Rings / Medals \$1150.00 - S/B done Next week
- Fill my Helmet - 6U Lions had the most full helmets and will get a pizza party - Date TBD (Subway option)
  - Jun 3 - first game
  - Jun 26 - Last games
  - Jun 27 - Playoffs
  - Jun 28 - Superbowl
- End of season party at GC with food provided at concessions

- **Cheer**

- Cheer Sizing Dates - 7 June & 1 Jul)
- Free cheer clinic 21-22 Jun at Garden City
- Cheer camp will start week of 14 Jul

- **Fundraising**

- Aaron's Training event raised \$1,200.00
  - Red Empire - table set up 9 Jun
  - Popcorn Fundraiser for Flag - 6-12 Jun
    - 50% profit from sales
  - Board Shirts have been ordered
- Fill my Helmet - 6U Lions team got the most helmets and will get a pizza party
- Fill my helmet for Tackle will be conducted in Jul

- **Concessions**

- Raised \$1,204 first game, \$2,979 during flag practice season to date
- New food warmer / pretzel machine and chip warmer needed to improve productivity / food safety and increase sale potential-\$327.01 (voted unanimously)
- New freezer will be needed for next season (stand-up) estimated cost \$549.00 new / \$150 and up

- Cleat corner added for upcoming sizing events
  - Send changes to posted items as soon as possible
  - Gia will be our photographer for 2025
  - Sponsor Banners have been ordered, need to be hung at GC each game
  - We need to acknowledge / Like / Share posts on FB
- **Secretary**
    - Emergency / supply kits for each tackle and cheer team - ice packs, cooling towels, flashlights, first aid / gear kits etc. initial cost to outfit all teams approximately \$850 approved.
    - Sizing Laptop purchase and operating budget for next year to ensure effective handoff and continuity (tackle end of year)

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# Executive Board- July

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9 July 2025 / 6:00 PM / Education Building

## ATTENDEES

David Welch, Andrew Ochoa, Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Amanda Pennington, Samantha Fravel, Shelley Bush, Isaiah Townsend, Kristy Salter, Danielle Watson & Britnee Hankins

David called the meeting to order, June meeting minutes- motion to approve , Second

## AGENDA Items

1. Football / Cheer Sizing this Saturday - All hands on deck
2. Tackle / Cheer Uniform order status
3. Board Volunteer schedule for concessions

### ➤ President

- Background checks for coaches and staff Level 2 (propose)
- 

### ➤ Vice President

- Proposal for use of Garden City for Flag / Tackle practices

### ➤ Treasurer

- Current balances: (\$ Registration, \$ / \$operating
  - Tackle / Cheer uniform payments

### ➤ Football

- Uniforms

### ➤ Flag Football

- Jun 26 - Last games
- Jun 27 - Playoffs
- Jun 28 - Superbowl

➤ **Cheer**

- No new business

➤ **Fundraising**

- Fill My Card fundraiser
- SWAG can be ordered

➤ **Concessions**

- Concession plan for Tackle Practice / games
- New upright freezer is needed estimated cost \$549.00 new / \$150 used and up

➤ **PR**

No New Business

➤ **Secretary**

- Team emergency kits have been ordered and are in process of being built - will be distributed once team reps have been identified - initial cost \$816.00

➤ **Board Business**

- Tackle coaches / Assistant coaches

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# Executive Board- Sep

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10 Sep 2025 / 6:00 PM / Eagle's Nest

## ATTENDEES

Andrew Ochoa, Shawna Dunlap, Jordan Pons, Krysti Sears, Ariel Henning, Alec Chamberlain, Amanda Pennington, Samantha Fravel, Steven Fravel, Shelley Bush, Isaiah Townsend, Kristy Salter and Danielle Watson. General Member in attendance Philip Strawser

Andrew called the meeting to order, No meeting minutes to approve for Aug as meeting was cancelled

## AGENDA Items

1. Homecoming
2. 2-day Panhandle Football Tournament
3. Board / Volunteer sign-up for Saturday's Game
4. Concessions ROE for gameday

### ➤ President

- 2-day Panhandle Football Tournament
  - First week of Dec
- PYFA Tournament (Tabled until Oct)
  - 2 teams per bracket
  - Stipulations for CAYA retaining all Gate / Concessions
- Nominated Philip Strawser as Assistant Football Director-  
Motion carried

### ➤ Treasurer

- Current balances: (\$11,126.97 operating / \$2431.00 set-aside funds)
  - After expenses we are -\$1094.00

### ➤ Football

- Field will be painted Thursdays, paint will be

- purchased and sprayed by Damon Welch-cost \$300 per game
- PR requested we look into lower cost options for field painting for next year
  - Fundraising
    - Raffle Tickets (printing cost \$500 for 7,500 tickets)- Gun, massage, B12 spa certificate, date night and cash card
    - \$221 raised from Pampered Chef, \$250 from Scentsy and \$622 for Peppers spirit night (Total \$1093.00)
    - Second Peppers night 10 Oct
    - Davidson / CAYA cheer comp with shared profits
  - Concessions
    - Concession plan for Next game-e-signups
      - Volunteers / board members will sign up for shifts using the e-signup
      - Scheduling gaps will be rectified by concessions team and forwarded to board members via board chat
      - All board members should be prepared to be available for the entire day on game days
      - A minimum of 1 board member is required in concessions at all times on game day to handle money
      - Concessions board member must ensure money is retrieved from the gate periodically throughout the day on game day
    - Gameday ROE for Ice
      - Water Buffalos for each team should be filled Friday night and stored in concessions to ensure ice is available for concessions on game day
      - Additional ice will be purchased by the teams (as needed)
  - PR
    - Sharing of information
      - Information should be pushed in the board chat to ensure crossflow of information on all aspects of CAYA
    - Homecoming (Oct 11)
      - Volunteers are needed for Homecoming day events / float
      - Crowns and Sashes need to be ordered
      - Decorations for the float and set-up location

➤ **Field Maintenance**

- Irrigation is broken at GC so we must not use for practice - no get-well date

➤ **Secretary**

- No new business

• **Cheer**

- All information and / or issues pertaining to cheer need to be funneled through the Cheer Director

**Action items for Oct:**

- Homecoming Committee for field events and float set-up
- PYFA Tournament Discussion



