

**FCVA Meeting  
May 8, 2018  
Meeting Minutes**

Attendees: Maureen Burgess, Jan Moorehead, Cindy Hixson, Michelle Hautanen, Katherine Heck, Greg Kriebel, Jen Bonsu-Anane

**By-Laws Committee Report - Jan Moorehead/Maureen Burgess**

Jan and Maureen highlighted some of the change made to the By-Laws (ex. language added for greater detail, structure of fiscal year and current teams and their year of induction into the FCVA umbrella).

Updated By-Laws Vote - Maureen moved to approve the changes to the By-Laws, Greg Kriebel second, changes passed unanimously

The By-Laws committee will now be transitioning to developing Policies and Procedures that support the By-Laws document. We are looking for volunteers to assist with creating the Policies and Procedures Manual.

**Treasurer's Report/Concession Report - Maureen Burgess**

2018 Spring Fundraiser (\$799 worth of Lottery tickets) was successful. Total tickets sold 1040. Total income \$9120.80 ( \$9601- \$480.20 (FCVA 5%) = \$9120.80) Each ticket sold returned \$8.77. There were a total of \$1419 in donations. A total of \$1770 in printing and various supplies was donated from Katherine's company and the FCVA board would like to thank the Heck's for their generous donation.

Team Balances - Revenue Other (1) is all of the donations from the fundraiser with the exception of Track (their balance is fundraiser donation as well as their Spring Fling that they hold every year). Revenue Other (2) is the money from the fundraiser.

Expenses - Boys basketball \$1,155.00 for summer tournament/league, Lacrosse Girls \$257.44 equipment, FCVA \$506 Insurance for golf cart.

FCVA 5% column - 480.20 this number was rounded up by approx .15 cents per Maureen Burgess.

Concessions - Spring concessions has been very slow. The trailer was just placed outside. Power Lift tournament was 2 days - \$442.00. The golf cart was taken to the tennis match and it was well received.

Maureen ran a Profit-Loss prev year comparison and found that Team donations were up by 57% from last yr, fundraising up 20%, Concession up 20%, Expenses up 30% (Maureen to address and see how we can get these cost down), team disbursement up 33% and overall profit has increased by approx \$10,000.

Concessions is hoping to purchase a soft pretzel machine (approx \$500-\$600). We are unable to purchase a convection oven due to the sprinkler system.

FCVA will be purchasing a filing cabinet. We have been given a green light to use the closet in the concessions area.

**Communications Report - Greg Kriebel**

Draft of the spring brochure. They will be sent to the printer next week for distribution during SR week (last home game of the season for most teams (end of May). There will be 1 for each Senior and about 15 extra printed per team.

### **Fundraising Report -**

Flip Give fundraiser - Both Tina and Katherine joined the site. FCVA needs a statement about why and what we are fundraising for. Currently FCVA will fundraise for a new stadium sound system which is approx \$5000.00

FCVA t-shirt fundraiser update. Cindy researched several companies and has found that the best option for FCVA would be Blueberry Hill printers. A motion was made to accept, motion second. Blueberry Hill printers will handle the FCVA t-shirt fundraiser.

### **Volunteer Report - Michelle**

Sign-up genius has been tough and slow with many openings. Communications will send out a message to all parent reps

**8th Grade Outreach Committee** - No one from the outreach committee was present to report. This will be discussed at a later date. 8th Grade Outreach Committee will be present at 8th Grade night at Conval on May 30th, 2018. They will have a door prize of a Common Man Gift Certificate (unsure of amount)

### **Update - FCVA purchases/Amanda Hinton coaches poll**

FCVA investigate the purchase a pretzel machine as discussed above.

Amanda Hinton will create a formal coaches survey (their wish lists are for their perspective teams) and it will most likely be given in the Fall.

Maureen will send a note to each coach about what they have spent, along with the budgets. Maureen wants to rework/refine the current numbers to make sure they are correct.

### **Nominations and Votes for NEW FCVA BOARD MEMBERS**

|                       |                              |                                 |
|-----------------------|------------------------------|---------------------------------|
| President:            | Outgoing - Stacey Kolk       | Interim/Incoming - Cindy Hixson |
| Vice President:       | ?                            |                                 |
| Treasurer:            | Maureen Burgess              |                                 |
| Secretary:            | Outgoing - Jan Moorehead     | Incoming - Jen Bonsue-Anane     |
| Volunteer Chair:      | Outgoing - Michelle Hautanen | Incoming - Lisa Carey           |
| Fundraiser Chair:     | Outgoing - Katherine Heck    | Incoming - ?                    |
| Communications Chair: | Greg and Tina Kriebel        |                                 |

Greg Kriebel nominated the slate as it is written, Maureen Burgess second. Vote passed unanimously.

**Officers Retreat** - Monday June 4th 2018, 6:30pm. Venue to be determined (possibly at Kriebels)