

**FCVA
Meeting Minutes
June 4, 2018, 6:30 pm**

Present: Jen Bonsu-Anane, Maureen Burgess, Michelle Hautanen, Katherine Heck, Cindy Hixson, Greg Kriebel, Tina Kriebel

Volunteer Coordinator Information – Michelle Hautanen:

Lisa Carey will be the new volunteer coordinator. Maureen suggested that there might be a more efficient way to use Sign-Up Genius. Michelle mentioned that there is the option to pay for more levels of service with Sign-Up Genius, but that the FCVA uses the free version. There will be more discussion at another meeting about Sign-Up Genius.

Treasurer's Information – Maureen Burgess:

Maureen has completed the FCVA taxes for 2017. An accountant has confirmed the report. The FCVA income came from 100% public support.

Spring Concessions Report – The teams made 42% more per hour than last year, but there were 25% fewer concession hours than last year.

Fundraising Information – Katherine Heck:

Katherine will not be the Fundraising Coordinator next year. She has uploaded all of her fundraising documents into the Google Drive and she will be passing on her binders that contain hard copies of the documents. She will also pass on her contact list.

Greg asked if there is a time line for every fundraiser. Katherine said that the group sets dates for the fundraiser together. She mentioned that we should send letters for the Winter Fundraiser in September and October.

There was a discussion about Blitz days for the fall. Football has already scheduled their Blitz days. They are the August 18th and 19th and September 8th and 9th. Perhaps the FCVA could blitz at Shaw's on August 25th and 26th.

Katherine said that she will write letters to local businesses for FCVA and will print tickets for the fall fundraiser.

The FCVA needs to find someone to take on the role of Fundraising Director.

There was discussion about other fundraising ideas. Some local restaurants have non-profit nights.

Apparel Discussion

There was a lengthy discussion about athletic apparel and the percent of FCVA funds that should be used to purchase apparel that students can take with them. There are IRS rules surrounding the percentage of funds that can go to purchase items that are ultimately for an individual. There was a motion to include in the coaches' guidelines that a maximum of 25% of a team's FCVA funds be used for individual gear. The motion passed a vote.

Maureen mentioned that all non-profits need a beneficiary, and she suggested that the FCVA board member read an IRS publication about called "Compliance Guide for 501c3 Public Charities."

There was also discussion about setting up an apparel store where athletes and their families can purchase apparel. Katherine and Cindy will set up an online store three times per year, once for each season. There should be apparel for every sport that ConVal offers.

Pay-to-Play Policy:

There was discussion about the new pay-to-play policy. Questions arose about what the waiver process looked like, and if waivers are based on free and reduced lunch.

June 4th meeting with the Superintendent:

Reminder that our meeting is scheduled for Thursday, June 7th at 7:00 pm at the SAU office.

New Officers and Volunteers:

There was discussion about how to get new officers for FCVA. Suggestions included to consider parent volunteers and parent reps, to ask coaches for suggestions, and to send out a newsletter about FCVA through the middle school principals.

Maureen mentioned that FCVA needs a concessions committee.

Con-A-Val:

Will Con-A-Val happen in the fall of 2018? Katherine mentioned that there was not much student help during the last Con-A-Val.

New FCVA President:

There was a motion to vote Cindy Hixson in as the new president. The vote passed.

