

FCVA Meeting notes - 8/28/2017, 7 pm

Present: Stacey Kolk, Michelle Hautanen, Greg Kriebel, Maureen Burgess, Jen Bowman, Mark Swasey, Jeanne LaFleur, Jen Bonsu-Anane, Deb Coyne, Andre Duchesne, Tina Kriebel, Katherine Heck, Amanda Hinton, Cindy Hixson, Dawn Chisholm, Jim Tyler-Wall

- Stacey Kolk started meeting 7 pm and handed out the agenda and a document titled "Current Balance Each Team."

Secretary's Report

- Secretary, Jan Moorehead couldn't be at the meeting. Stacey asked for a volunteer to take notes. Jen Bonsu-Anane volunteered.

Treasurer's Report

- Maureen Burgess explained expenses listed on the Current Balance sheet.
- Officers voted on whether or not to pay \$205 bill for general liability insurance for team events and board members. The board members unanimously approved the payment. Maureen abstained from the vote.
- Discussion about the need for Stacey Kolk and Cindy Hixson to be able to access account and for Mike Henry and Tim Kolk to not have access to account.
- If an FCVA member need to have a check written for over \$200, the expense must first be approved by Mark Swasey and then the request goes to Maureen. Please use this email address to make such requests: FCVAtreasurer@gmail.com

Homecoming Brochure

- The brochure will go to the printer on September 9th. Senior messages from all sports teams are needed for brochure. Currently, there are only messages from the boys' soccer team. Messages can contain up to 75 words and a photo and are due Thursday, August 31st
- Lisa Sheridan will get senior head shots
- All fall teams are in the homecoming brochure.
- Brochures are sold for a donation and all senior athletes' families get one.

Con A Val Committee Update

- Con A Val happens on September 22nd. It runs from after school until halfway through that night's football game.
- Seniors are in charge of setting up games and the Senior Class receives receive funds from the games.
- FCVA runs concessions during Con A Val.
- Katherine showed a draft of the poster that advertises the event.
- Spread the word that people are needed to come to a Con A Val planning meeting on Wednesday, August 30th at 4:30 pm in room 651. There will be a sign-up genius sheet designed for people to sign up for Con A Val events.

Volunteer Chair Report

- Fall Sign-Up Genius is up and ready to use
- Sign-Ups are needed for events this week
- First home football game has been moved from Friday, September 1st to Friday, September 15th. Michelle contacted people who had signed up for the 1st to see if they could work/bring food on the 15th.
- All slots are open to all teams now.

Communication Chair Update

- If people at meeting didn't get an email from Tina about the meeting, then please talk with her so that she can get your email address.
- There is a FCVA section on the ConVal Athletics website. Tina is currently updating it.
- Send pictures to Tina at FCVAcommunications@gmail.com as she can post them on the site.
- Discussion about whose contact information should go on the Booster page on the website which can be found by clicking *More* on the ConVal Athletics page.

By Laws Committee Update

- Procedures for day-to-day reimbursement activities for coaches and team reps have been updated.
- Committee will continue its work

Concessions Committee

- Lots of people signed up for concessions training.
- Maureen is working on creating a "Concessions Manual" for volunteers
- Cindy researched pizza businesses to see which business would give ConVal the best deal. The Pizza Barn has the lowest prices and will deliver. The owner wants to "help out the kids."
- There was a discussion about finding other places to buy hamburgers for concessions.
- There was also a discussion about which hot drinks to offer at games and how to get those hot drinks to the concession stand.

FCVA Team Rep Guide

- The group made edits to the guide. Maureen will continue to edit.
- The FCVA group should edit this guide every August.
- Team Rep guide will go to team reps at the beginning of each season.

Fall Fundraiser

- Katherine wondered if team reps had questions about selling the fundraiser. She mentioned that she had a lot of questions from a lot of people.
- Discussion about having guest speaker and/or meeting for athletes and parents at the beginning of the fall season in following years.