1. **Meeting called to order** at 6:11PM. President Dave Leonard presiding, Jim Lilek recording.
2. **In attendance:** Dave Leonard, Michael Pickett, Jim Lilek, Paul Frye, Amy Trotto, Marsha Stumpo, Sam & Emily Davidson.
3. **Secretary’s Report/Approval of Minutes** *(Jim Lilek)***:** December Meeting Minutes approved. Discussion of the process for announcing and soliciting volunteer’s to support concessions for all activities. Marsha Stumpo will provide the Secretary previously created process documents used in the past. Constant Contact can be used to send emails to the audience and pre-assigned dates. Sam Davidson will look into a CAB domain name.
4. **Treasurer’s Report** (*Liz Turnure, not present. Marsha Stumpo, Bookkeeping*): Marsha the December 2015 Accounting report, financial documents provided will be posted with the January meeting mintutes.
5. **President’s Report** (*Dave Leonard*): Getting volunteer roles clearly defined for supporting concessions and ensuring the Concession and Volunteer Coordinator roles are aligned to avoid any duplicate work when it comes to organizing for the spring season.
6. **Athletic Director’s Report** (*Paul Frye*): Pleased with the current booster funds.
7. **Vice President’s Report** *(Mike Pickett)*: Nothing to report.
8. **Committee Reports.**
	1. **Concessions** *(Sam & Emily Davidson):* Inventory updated orders to be placed to support basketball and wrestling events. BJs purchases are being made because the orders aren’t large enough to justify the delivery costs associated with the primary vendor. Expired beverages from the snack bar will be returned to the vendor pending how old; the vendor must be notified in less than 1 weeks’ time to return expired drinks and get credit.
	2. **Fundraising** *(Kerry Cornwell update via President):*No report provided.
	3. **Membership** *(Kari Schwind):*  New list has been provided to Paul Frye.
	4. **Spirit Shop** *(Amy Trotto):* The CAB will support flyers and web page announcements for the Mt. Vista Governor’s Race.
	5. **Volunteer Coordinator** *(Tracy Crawford):* No report provided.
9. **Old/Unfinished Business:**

1. Turf Committee has been formed, awaiting price estimates; Paul Frye will check with :Loudon County School District.

1. **New Business:**
	1. None discussed
2. **Announcement:**  Nothing to report
3. **Adjournment**: Dave Leonard made a motion to adjourn the meeting, 2nd was made, meeting adjourned at 6:57pm.