



# Central Bucks West Football

## *Parent Club PARENT Meeting Minutes*

*October 9<sup>th</sup>, 2017*

Start: 7:02 PM

Adjourned: 7:28 PM

### 1. **BOARD MEMBERS PRESENT**

1. Tim Bartle, *Treasurer*
2. Laurie Crecca, *Co-Chair and Senior Rep.*
3. Kim Greco, *Freshman Rep*
4. Deborah Parker, *Junior Rep*
5. Kathleen Taylor, *Co-Chair and Senior Rep*
6. Jocelyn Tumolo, *Sophomore Rep*
7. Lily Yazno-Bartle, *Secretary*

### 2. **WELCOME.** Laurie welcomed all parents in attendance.

### 3. **FINANCIAL UPDATE.** Reported by Treasurer, Tim Bartle

- a. Current account balance is \$40,103.00. We have expected expenditures to close out the season of about \$27,000. (See **Handout #1, October 2017 Budget Snapshot**). It's expected we'll have about \$13,000 into next season.
- b. We're in good shape moving into next year.
- c. We may end up needing this surplus because we have not found a Fundraising Coordinator as of the date of this meeting which may affect our fundraising efforts during next season. Because we are not allowed to collect membership dues, all our services and supports provided to the players are based on fundraising.
- d. Laurie explained that all we do to raise funds are two (2) fundraisers which directly benefit the players – the Gold Cards and the Golf Outing.

### 4. **SENIOR NIGHT:** Kathleen and Deb reported.

- a. It will be on Friday, October 27<sup>th</sup>, 2017, to start at 6:00 p.m. Deb asked anyone interested in volunteering to be at the location where they will be helping out at 4:00 p.m.
- b. We are playing against Souderton H.S.
- c. Deb explained that the Senior players and the parents will line up to be recognized. We need volunteers to help with the following:
  - 1) hang the player posters around the stadium,
  - 2) help with decorating,
  - 3) coordinate the line-up of the senior parents,
  - 4) help with the potluck dinner.

5. **POTLUCK DINNER:** There will be potluck dinner on October 27<sup>th</sup>, 2017.
  - a. Eileen Kulikowski will send out the SignUp Genius next week.
  - b. We have coordinated with the Cheer Coach and Football parents will be asked for meal items while Cheer families will be asked for desserts and light snacks.
  
6. **OPEN POSITIONS:** Laurie reported.
  - a. *Treasurer:* The Parent Club Treasurer monitors, tracks and documents fundraiser income and expenses. He/she conducts banking transactions and prepares payment for any expenses. The Treasurer is expected to serve a minimum of 2 years. He/she should be able to speak to a large audience, be a parent or independent third party with affiliation to the CBW football program, and have financial integrity. Familiarity with QuickBooks is helpful.
  
  - b. *Fundraising Coordinator:* Heading up the Gold Cards or the Golf Outing.
    - 1) Gold Cards: Laurie explained what would be involved in coordinating the Gold Cards and finding vendors. There's already a list of vendors that would need to be contacted to see if they want to continue participating in the Gold Cards.
      - i. *After Meeting Addendum:* After the parent meeting adjourned, two freshman parents, Lori and Jim Hannigan, offered to coordinate the Gold Card fundraiser next season. We thank them for their willingness to help out.
  
    - 2) Golf Outing: Laurie also explained that the Golf Outing is more involved, but you would work with a committee who helps out.
  
  - c. *Secretary Position has been Filled:* We are happy to report that the Secretary position has been filled by a freshman parent, Lisa Laatsch. We welcome and thank Lisa for her anticipated time on the Football Parent Club Board.
  
7. **ON-LINE STORE UPDATE**
  - a. Everything that is on the On-Line store right now will be closing soon and orders will be delivered. New items will be available for the Holiday Season.
  
8. **BANQUET:** As reported on the Agenda for this meeting:
  - a. **JV and Varsity:** The CB West banquet for JV and Varsity will be held on Saturday, December 9<sup>th</sup>, 2017, from 12:00 p.m. — 4:00 p.m. at Doylestown Country Club. Deb Parker is the coordinator for this event, and could really use your

help!! Please e-mail her directly at [deborahparker@verizon.net](mailto:deborahparker@verizon.net) if you would like to be in on planning this great event. As a reminder, we will be sending out invitations at the end of October. The Parents Club pays for every player to attend, and the cost for adult guests is \$35 per person, and will be due by mid-November. We are unable to accommodate siblings at this event due to restrictions on the number of people the space can hold.

b. **Freshman:** Kim provided an update.

- 1) Will be on Thursday, November 2<sup>nd</sup>, 2017, 6pm — 8pm in the CB West Cafeteria. If you can help out with this event, please e-mail Kim Greco at: [grecofamilychiro@verizon.net](mailto:grecofamilychiro@verizon.net).
- 2) The E-vite invitation went out today.
- 3) An e-mail went out looking for volunteers.
- 4) Players are voting on the menu. Will discuss the format of the banquet with Coach
- 5) Looking for someone to help coordinate a slide show to be shown during the banquet.

9. **LAST PARENT MEETING:** Monday, November 13<sup>th</sup>, 2017 at 7:00 pm.

Prepared by

*Lily Yazno-Bartle*

Lily Yazno-Bartle

Secretary

CB West Football Parent Club

# **Handout #1**

## **October 2017 Financial Snapshot**

for

CB West Football

Parent Club Meeting

on

**October 9<sup>th</sup>, 2017**

**CURRENT ACCOUNT BALANCE:****\$40,103.10****2017 BUDGET****ACTUAL TO DATE**

<b>Balance Carried forward from 2016</b>	<b>\$18,938.94</b>	<b>\$18,938.94</b>
<b>2016 Carryover Expense \$</b>	<b>(2,300.00)</b>	<b>-\$537.93</b>
<b>Income Estimates</b>		
Gold Cards fundraiser	\$20,000.00	\$19,930.00
Golf Outing fundraiser	\$25,000.00	\$24,119.63
Youth Camp fundraiser	\$8,000.00	\$8,000.00
Game Day Program - advertising and sales	\$10,500.00	\$11,825.91
Spirit Wear/Yard Signs/Parent Jerseys Sales	\$8,000.00	\$13,760.00
Pride Packs	\$11,000.00	\$9,950.00
<b>Revenue Estimate</b>	<b>\$82,500.00</b>	<b>\$87,585.54</b>
<b>Total Revenue</b>	<b>\$99,138.94</b>	<b>\$105,986.55</b>
<b>Expense Estimates</b>		
Gold Cards	\$600.00	\$582.00
Golf Outing	\$15,000.00	\$13,535.74
Youth Camp	\$2,300.00	\$1,711.11
Pride Pack (clothing players keep)	\$11,000.00	\$6,999.22
Spirit Wear/Parent Jerseys/Yard Sign purchase	\$8,000.00	\$16,716.38
Game Day Program preparation and printing	\$5,000.00	\$1,631.67
Operating Expenses for Parent Club	\$2,000.00	\$1,515.47
Thursday Senior Hosted Meals (\$500/per) -10	\$5,000.00	\$3,983.73
Team Dinner - before first game	\$500.00	
Game Day Meals - Varsity Games	\$8,000.00	\$38.72
Post-Game Food - Varsity Games	\$1,600.00	
Post-Game Pretzels - JV and Freshmen Games	\$400.00	\$70.00
Monday Film - pizza	\$1,000.00	\$737.50
Senior Night	\$1,500.00	\$714.82
BSN Gold Jersey - replacement for 2017 Seniors	\$2,400.00	
Freshmen End-of-Season Celebration/Banquet	\$3,000.00	
JV/Varsity Banquet	\$14,000.00	
2017 Scholarship Awards	\$1,000.00	
Maxwell Award - Other Receptions	\$700.00	
All-Star Game	\$600.00	\$400.00
Hudl Assist and the Hudl Sideline:	\$1,900.00	\$1,900.00
Coach Clothing (polos and hats)	\$1,500.00	\$1,443.27
Fit Shields	\$930.00	
Award Decals (stars for helmets)	\$300.00	\$148.50
Tripod	\$100.00	
3-Ring Binders, Folders, Printing	\$500.00	\$387.07
Gold Practice Jerseys	\$1,000.00	\$1,386.31
Pop up Dummie	\$500.00	
Battle of the Hogs event	\$300.00	\$300.00
Offensive Line Shirts	\$300.00	
Coach Salaries	\$8,000.00	\$8,000.00
<b>Expenses</b>	<b>\$98,930.00</b>	<b>\$62,201.51</b>