

# Helderberg-Valley Eagles; Pop Warner Football Association

Agenda for Board Meeting; 2/8/11

- **Roll Call**

		Present	Not Present
1. John Holmes	President	_____	_____X_____
2. Lisa Isabella	Vice President	_____X_____	_____
3. Lauren Craig	Treasurer	_____X_____	_____
4. Amie Burnside	Secretary	_____	_____X_____
5. Ken Meyer	Board Member	_____X_____	_____
6. Deb Johnson	Board Member	_____X_____	_____
7. Carolyn Leffingwell	Board Member	_____X_____	_____
8. Fred Schanz	Board Member	_____	_____X_____
9. Jim Monroe	Board Member	_____X_____	_____
10. _____	Board Member	_____	_____

- **Review of last Month's meeting minutes:**

Written copy to be provided to each board member – January's meeting minutes were reviewed and approved on-line after the January meeting.

Board to vote on acceptance of minutes – voted and approved by all

- **Treasurers Report**

Monthly statement to be provided to each board member – no report this month

Each board member to review and comment – no comments

Board to vote on acceptance of statement – no vote was taken

- **Presidents Report**

John was unable to attend meeting so Lisa reviewed with the Board the following items:

CDPW Meeting

1. Need to provide financial statement – Lauren will take care of, she believes they are due by April 1<sup>st</sup>.
2. Need to send \$25.00 registration Fee – Lauren will mail check to CDPW. Did John complete the registration form?

3. Big discussion of the meeting is the formation of other football leagues (Spoke to Joe P and Yvonne about Schalmont they are very upset but not much they can do). We discussed and feel that it will affect our association also in a small way. It's too bad that this is going to move forward, it only hurts Pop Warner Associations.
4. CDPW website calendar website has been updated.
5. Forms should be ready for distribution after 2/15. Are these the forms for registration was the question the board was wondering? Will check into this.
6. Taxes - 2010 Change in laws form 990 for income under \$50,000.
7. Little Scholars: Paula Marsh is the new director; 123 applicants for nationals 9 made it; can send in our applicants for CDPW recognition. Deb indicated that there is nothing going on with Little Scholars at this time. Next thing to be done will be the end of the year awards at the school of last year's Little Scholars.
8. Cheer: need to get Deb's contact info to Yvonne as Cheer coordinator (This has been done by Lisa already); website has a list of approved competitions (believe that this is for the All-Year Cheer Competitions that are going on now); April 10<sup>th</sup> Eastern Regional comp @ Toms River NJ.

- **Vice Presidents Report**

Vice President to comment on upcoming events, scheduling and Association needs.

Email was sent out to previous participants families that we have emails for requesting help with committees. We have only received responses as follows:

1. Fundraising/Sponsorship – no one
2. Events (Homecoming, banquet and awards ceremony) – Apryl Ableman
3. Concession – no one
4. Apparel and Sales – Joann Flower and Lauren Craig
5. Volunteering – no one
6. Little Scholars – Apryl Ableman

Nomination of Candidates – there was no official nomination of candidates due to the fact that the response was very minimal. It was suggested that we send out another email blast. Lisa will take care of the email.

- **Committee Chairman Reports**

1. Fundraising -
2. Events (Homecoming, banquet and awards ceremony) –

3. Concession
4. Apparel and Sales –
5. Volunteering
6. Little Scholars

- **Review of Outstanding Business**

1. Helmet Reconditioning – Carolyn will check with Riddle because if we use another company to recondition, it may affect the life time warranty we have with Riddle on the helmets.
2. Review of Outstanding Forms – Lisa has printed out the forms that were used last year and will review with By-Laws and CDPW rules to make sure all is covered and everything is consistent.
3. Sign Up Dates – Lisa updated the registration flyer from last year and provided all board members with a copy to review. We went over the form and the dates and have decided on the following dates: April 30, May 14, May 24, June 2, June 18 with a Mandatory paperwork day of July 26.

Lisa to finalize dates with Our Lady of Fatima and Duanesburg Elementary School.

Jim to finalize date with Schoharie School (5/24)

John to finalize date in Middleburgh with his church (5/14)

Amie to finalize date in BKW with the School (6/2)

Minor revisions were made to the form, Lisa to revise and once dates are finalized will completely finalize the form and get it out.

4. Fundraising Ideas: outdoor laser tag; Chuck-E-Cheese; Applebee's were ideas brought up.

- **New Business**

1. February Breakfast – suggested we send out an email blast reminder, Lisa will take care of. We will meet at 6:30 am at the hall to get ready on Sunday. Breakfast is to run from 8 am to 11 am. Lauren provided Carolyn with the money box, Carolyn will get change and has the supplies that we need. Amie to bring OJ that Hannaford's donated. Deb has offered to pick up spirit wear from the storage shed and bring to the breakfast so we could offer them for sale on Sunday. Deb will do an inventory of what we have left. Lauren has purchased plastic storage containers to use for spirit wear supplies and uniforms.

2. Committee responses – as indicated above.
3. River Rat Fundraiser – it was agreed that it was too late for this. Lisa commented that it was mentioned in the first email blast to everyone about committees that we were thinking about doing this, but no one responded. All feel it's too many tickets to guarantee to sell for our size association.
4. It was agreed that we will use McGarry Photography for this year's pictures again. Everyone was very satisfied with him. It was asked that they not be scheduled on a game day.
5. It was suggested that we attempt to send out letters to businesses within our association to seek sponsorship and donations. Lisa will review letter and provide to everyone to review again via email. Once finalized copies will be made. Lisa will search area businesses and come up with an excel sheet of them and their addresses. Once we have prepared labels will be printed and Carolyn has offered to put together in envelopes and get ready to mail out.
6. Thank you letter's for last year's sponsors and donations. Lisa has completed the letters and will mail out. Letter's were generated for: Spitzier's Motorcycle Center; Stewarts Duanesburg; Jonathan's; Bolton's Market; Subway – Mr. Mueller; McGarry Photography; Sarachioto's; Allied Building Products Corp.; Dan & Hope Splittgerber; Dr. John Hackett Chiropractor; Dr. R. Shah Dentistry PC; Infinigy Engineering; Randolph's Flowers; Price Chopper; Hannaford's Rt. 20 and Voorheesville; Casco Visco; and CDPHP.
7. Would like to explore Memorial Day parades to have HVPW represented. The following parades were mentioned: 5/26 at 6:30 pm in Schoharie; 5/30 at 11 am in Central Bridge and 1:30 pm in Esperance; and the Duanesburg/Quaker Street/Delanson one. Lisa to look into and find out who we should contact. Jim will look into Schoharie parade.
8. Duanesburg Days will be on March 5<sup>th</sup> from 10 am to 3 pm. Lisa will complete registration form and will submit. We will need people to be available to help out at the table that day. Carolyn and Lisa are not available that day. Suggested that we look into having candy bars available to sell. Will provide general information to hand out. This will need to be discussed via email because our next board meeting will be held after this date. Lisa will get email out to board for discussion.
9. Berne Knox Westerlo Science Fair – April 1<sup>st</sup>. Amie will take care of getting us set up and so far Lisa and Amie will be able to attend. Anyone else that can help out please feel free to. Time is usually from 5:30 pm to 8 pm.

- **Next Board Meetings**

March, 8<sup>th</sup> 2011

April, 12<sup>th</sup> 2011

May, 10<sup>th</sup> 2011