



November 2, 2022

Minutes

**6:00 p.m. - 6:05 p.m. I. Attendance**

Adriana, Adrienne, Lisa, Sarah, Heather B, Jody, Michelle P, Joan

**6:05 p.m. - 6:08 p.m. II. Approval of minutes - October minutes**

Motion to approve (Jody), Heather seconds

~~**6:08 p.m. - 6:13 p.m. III. Membership Report: (Christine)**~~

**6:13 p.m. - 6:18 p.m. IV. Treasurer's Report: (Andrea)**

A. Square update

\$33k in bank, with a few outstanding checks

\$18k+ in sales at the snack shack

\$300 in memberships sold this month

Petty cash box change has been decreased to \$200 (from \$500)

'22 scholarship recipient asked to defray disbursement of scholarship amount until Fall '24. Is that OK? Her current dues to Cabrillo have already been paid. Perhaps we can still pay it to Cabrillo and her account, and they can refund it to her if they wish. Table this for now for more information.

Basketball ramping up so more memberships should be sold then

A. Digital membership cards - Members that have not paid?

B. How many members are we at?

~~**6:18 p.m. - 6:23 p.m. V. Director's Report: (Erik)**~~

A. Athletic report

**6:23 p.m. - 6:28 pm VI. Communications: (Adriana/Lisa/Larkin/Sarah)**

A. Sign Up Genius collaboration \$200 (total of \$600 for all groups) - Adriana:  
Collaboration would allow us to boost our SUG account so we can edit/format more easily. No ads, more streamlined. We use it all year long, so it's worth it. The editing features alone are worth the cost. Plus access to volunteer information. The lists will be shared between all groups (PTA/Band/Cardinal)  
Adriana makes motion to spend \$200 for collaboration  
Jodi seconds

B. Facebook/Instagram accounts - Lisa/Larkin  
Lisa has been posting every week on both accounts- busy season right now.  
Lisa will have to update the calendar that reflects the CCS playoff games  
Adriana would like someone to take over Constant Contact. Does anyone know someone? Maybe reach out to sports that are up and coming with new athletes/parents and ask.  
Heather would like to remove herself as admin from the Facebook page. Suggestion is that the current president be the main admin. Adriana may have to remove Heather to make this happen.

C. SCHS Club collaboration - Sarah/ Adriana  
Meeting last night (11/1) with PTA. PTA created a fund for parents to donate to an appreciation fund to recognize the teachers/staff. Adriana suggests hosting a BBQ at the monthly staff meeting, using the leftover Cardinal Club food- honoring the teachers/staff.  
All for it.  
Next meeting would be Nov 28th, 2:30, or Dec 12th.

**6:28 p.m. - 6:38 p.m. VII. Snack Shack Report: (Jodi/Kris/Heather/Sarah/Joan)**

A. Gym Freezer request - Kris/Jodi  
Kris has sourced a freezer that is both sufficient size and energy efficient. Would be located under the nacho machine. Freezer is not lockable, but it can be made lockable with some easy drilling and a combo lock. \$519 includes cost of fridge and 5 year warranty  
Adriana makes motion to purchase  
Andrea seconds

B. Snack Shack Clean up - Sarah  
Waiting for cleaning materials to do the floor.  
Kris cleaned out the whole gym snack shack. Found a large box of bread bags. What can we do with them?

C. Merchandise sales update - Joan/Jodi  
Sold about 30 total hats-  
Need new merch- maybe throw out some new ideas.

**6:38 p.m. - 6:45 p.m. VIII. New Business:**

A. Open positions – Fundraising Events Lead; Gate Collections Coordinator, Communication Coordinator, Lead Snack Shack Coordinator - Sarah  
Sarah will be moving on from Snack Shack Coordinator next year. No time.  
If there is someone out there that is interested??

Perhaps even need someone to manage inventory, stock, do shopping, etc- perhaps separate, smaller tasks. Each task is so time consuming, so perhaps breaking it down into smaller tasks would be more doable.

Heather would be glad to help coordinate the job descriptions. Important to let families know that the snack shack is open for multiple sports (not just football). Sarah will reach out to Erik to make sure the info gets to the winter/spring sports. The menu for the smaller sports will be much more similar.

B. School Fundraiser Mattress - Sarah

Opportunity has already passed. Maybe next year.

C. Cardinal Egg update- Heather

There is no serial number. With no serial number, we can't insure it, and can't bring it out.

Adriana reached out to State Farm Insurance, and they were denied as well. Paul Nelson (broker on mission street) may be able to help. Heather will reach out. Might be able to put it under an umbrella policy, but it would have to be owned by a specific person.

D. Separate Executive meeting - Adriana

Bylaws meeting happened, where some language was updated/changed.

Adriana suggests an "executive" meeting prior to the board meeting, suggesting 5:30pm to discuss board-only topics. Would 6pm work better, and then regular meeting starts at 6:30 p.m.?

Discussion includes how hard it is to get to 6pm, so perhaps the Executive meeting can happen separately by advanced notice.

#### **6:45 p.m. - 7:00 p.m. IX. Old Business:**

A. School year spirit event - Katie ASB

Katie still on maternity leave

B. Senior poster update this year - Michelle and Larkin

Best method to get this done for each sport. Team parents can take pictures, and then we can manage the printing. Likely there will be a way we can set this up online. Lisa will investigate, perhaps organizing a template. Rather than wait until Senior Night, perhaps have it available for the whole season so that at each game/meet, they are visible for the whole season. Question about whether we should do one standard banner, or each team does something slightly different.

C. Graduation stoles for Athletes - Adriana

4 year athletes only

#### **7:00 p.m. - 7:15 p.m. X. Open Presentations: Coaches request**

~~A. Bassel Faltas - Football request~~