



Huron Jr. Chiefs Football & Cheer – PO Box 317 Huron River Drive, New Boston, MI 49164

Huron Jr. Chiefs Minutes

Date: Monday, August 18, 2025

Time: 6:00 pm

Location: Little League Concession Stand (31578 Huron River Dr, New Boston, MI 48164 - behind Renton Middle School) In Person Meeting – Open to the Public

Attendance:

Present:

- President - Katie Schroeder
- Vice President of Football - Ken Losey
- Vice President of Cheer - Danielle Rembor
- Secretary - Lindsey Keller
- Treasurer - Adam Zimmerman
- Registration Coordinator - Jayd Engel
- Merchandise Coordinator - Lori Zimmerman
- Media Coordinator - Alex DeRome
- Varsity Football Rep - Joe Koszykowski
- Flag Football Representative - Eric Thorton
- Varsity Cheer Rep - Jessica Losey
- Flag Cheer Representative - Jamie Gibbings
- Trustee - Football: Brian Hopkins
- Football Trustee: Kellie Millikan
- Trustee - Cheer: Jennifer Shimek
- JV Cheer Representative - Melissa Leja
- Concessions Coordinator: - Kelly Dokey
- Volunteer Coordinator - Raeanne Blackburn

Absent:

- JV Football Representative - Adam Espinosa
- Fundraising & Sponsorship Coordinator - Bennie Boyer
- Assistant Concessions Coordinator: Open position
- Trustee - Cheer: Open Position

I. **Call to Order:** President called the meeting to order at 6:07 pm

II. **Approval of the Agenda**

- A. Motion to approve agenda: Joe
- B. 2nd: Lori
- C. All in favor. No discussion. Agenda approved.

III. **Approval of the Minutes**

- A. Motion to approve minutes: Lori
- B. 2nd: Kellie
- C. All in favor. No discussion. Minutes approved.

IV. **Election:**

- A. Concessions Coordinator: **Shelby Michalak 16**
- B. Cheer Trustee: **Alex DeRome 9** - Jessica Smith 7 - Natalie Estrada 1 - Danielle Alchin 0

V. **Reports:**

A. **President:**

1. Videographer volunteer role: In the past, a videographer was used to record the tackle games for a team so the team could review game film. There is an opportunity for this role to be a volunteer position where a designated parent would fulfill their volunteer requirements for the season. This would not be a role that would be on the weekly sign up, but rather a volunteer would be selected by the coach to perform this task the entire season. Volunteer(s) would record from the pressbox during the game. If teams do not have a parent volunteer to video the board (specifically Ken to volunteer) would help find

someone to fill this role for that team.

- a) Motion to create one videographer volunteer role for each JV and Varsity team, with volunteer selected by the coach: Jessica

- b) Second:Ken

(1) All in favor. No discussion. Motion approved.

- (a) Football Representatives to let coaches know to select their videographer volunteers.

2. Fundraiser: New Boston Nutrition fundraiser was a success. Kelly will present a check to the board at the next meeting.
3. Camps: Thank you to everyone who put together the camps for football and cheer. We had 140+ kids.
4. Conditioning: Conditioning has been successful, but we strive to improve year over year. Varsity cheer has had positive feedback regarding this year. The schedule has been much better than years before.
5. Draft: All football teams are set and rosters have gone out. We now just need to notify which cheer teams are following which football teams.
6. Cliff's Food Truck: Espinosa reached out to Cliff - he said they do a wide spread with items that range in price from \$1 - \$12 with a 10% kickback to the program on items sold. In previous years the concession stand would still run when the food truck was there. We typically make 30% on concessions sales. May want to only have food trucks at specific games, not every game. Katie talked to John at Iron Mikes and he offered to deliver pizzas from Village Pizzeria at \$15/pizza with 8 pieces. If we do Sams someone has to pick it up. Kelly, Shelby and Katie will work together to discuss further and come up with a plan and post to Band.
7. Tackle Football: Monroe coaches meeting took place. They will be sending clarifications regarding the rules. Coaches need a set of rules and need to know the rules. If, during a game, there are any issues with refs or other coaches, find a director and talk it out with them. We do not want coaches arguing with refs or coaches on the field.
8. Uniforms: Raeanne will post information regarding physicals and volunteer checks to Band, as well as coaches concussion training information. Uniforms need to be passed out this week for pictures on Sunday. Flag's last practice day is Thursday. Football uniforms are ready to go and separated by teams. We could pass them out and collateral could be that the athlete cannot play until items are turned in.
9. Football: JV and varsity need a weigh in day. Originally it was scheduled for Wednesday, but Ryan with Trenton reached out to see what day would work. Miller and Brown both have open houses on Wednesday. The new scale is in the red shed.

B. VP Cheer:

1. Inventory was done on poms and coaches bags. One bag is missing from last year. For this year, coaches should have to sign off on bags at the end of the season and if items are missing the coaches volunteer checks should be cashed to cover the cost of the missing items. We need a designated person at the end of year celebration to collect and count or have a designated day to have head coaches turn items into a cheer rep. Rep will be responsible for coaches signing off. The same process should be used for football. Kellie handed out bags for tackle and Eric for flag football.
2. If there are any problems with the cheer program, Danielle needs to be made aware so when she is approached by parents she knows what is happening.
3. When determining which cheer team is following which football team we will update the bylaws to reflect the processes that will be used moving forward. Two different processes can be followed and include the request of
 - a) A board member, then coach, then parent (15 votes)
 - OR
 - b) A board member, then parent, then coach (0 votes)
 - (1) Motion to amend the bylaws to reflect the new process of board member, then coach, then parent preference: Jayd
 - (a) 2nd: Jennifer
 - (b) All in favor. No discussion. Motion approved.
 - (i) Lindsey to amend the bylaws and post to Band.
4. Uniforms: Shells have shipped out and should arrive on Wednesday. We have skirts, liners and bows. If uniforms that are currently here can be sorted tomorrow (Tuesday), we can just add shells when they arrive Wednesday, distribute on Thursday and do a uniform exchange on Friday.

C. VP Football:

1. The golf cart in the high school press box needs batteries replaced. If we replace the batteries we will have access to use the cart during the season for field set up, carting concession and merchandise items around, injured players, etc. There are 6 batteries in total and they are \$125 to replace. The cart is not ours, it is just that if we fix it we can use it.
 - a) Motion to purchase batteries for golf cart, not to exceed \$800: Joe
 - (1) 2nd: Jessica
 - (2) 16 in favor, 1 not in favor. Additional discussion: For the amount of

games we have it is not the highest and best use of our money. Motion approved.

(a) Joe will have Jake put the agreement for the cart into writing.

D. Secretary:

No report

E. Treasurer:

1. Savings: Posted to Band
2. Checking: Posted to Band
3. Expenses/Payables: Posted to Band
4. Deposits/Receivables: Posted to Band
 - a) Hopkins did not get a game ball with his equipment, rather three practice balls.
 - (1) Motion to get Hopkins a game ball: Adam
 - (2) 2nd: Danielle
 - (3) All in favor. Additional discussion: Game balls may be in the shed, if not it will be purchased. Motion approved.
 - b) Motion for six rolls of double 50/50 tickets to be purchased: Lori
 - (1) 2nd: Kellie
 - (2) All in favor. No discussion. Motion approved.

F. Registration Coordinator:

1. The refund that was requested regarding camp has been fulfilled.
2. There was a complaint about the porta-potty at the Sportsman's Club. Jayd called the vendor to have it serviced, for which the vendor stated they service them on Thursdays. Porta-potties will continue to be monitored if further service is needed.

G. Volunteer Coordinator: Absent. No report.

H. Merchandise Coordinator:

1. Coaches shirts: Lori continues to reach out to the vendor regarding the shirts. If they are not delivered by Wednesday, they will be delivered to the Losey house and distributed prior to pictures. Credit that was on the account was applied to the cost of the coaches shirts.
2. Motion to purchase more medium and youth crewneck sweatshirts for the merchandise table at a cost of \$1,120: Lori
 - a) 2nd: Kellie
 - b) All in favor. No discussion. Motion approved..

I. Media Coordinator: Music for game day is set with 63 songs. Cheer coaches know they need to get their music to Alex cheer teams will have a separate tab with their music to be accessed at half time.

J. Fundraiser and Sponsorship Coordinator: Absent. Katie did talk to Bennie about the sponsorship banner. He said he called and did not hear back. Katie will follow up. We want 3 quotes from different vendors to make sure we are getting a good price. Kelly will reach out to the Sign Shop to get a quote from them.

K. Concessions Representative:

1. Lori discussed with Kelly what items have been ordered in the past. In prior years, the budget for the first purchase was \$3,500 and each week thereafter was \$1,000, but usually was between \$600 and \$700.
 - a) Motion for concession budget to allot for a first game spend of up to \$3,500 and \$1,000 per game thereafter: Danielle
 - (1) 2nd: Lori
 - (2) All in favor. No discussion. Motion passed.
2. New Boston Nutrition will sell teas in the concession stand with a \$2 kickback per tea to the program. Tea sales would be kept separate from concession item sales and a check would be cut back to the program for the donation given. Katie will send Kelly an agreement to sign.
3. HJC currently uses Square. Teas could be put into Square to help keep track how many are sold, however, there is an additional charge for Square. Kelly to look into Clover as an option for a card reader vendor and post findings to Band.

L. Football Representatives/Trustees:

1. **Varsity Rep:** No report
2. **JV Rep:** Absent. In the submitted report a 'team parent' role was suggested. Team parent hours will not count toward program volunteer hours.
3. **Flag Rep:** Conditioning and practice have gone well. Flag does need first aid kits. A lot of items in the kits have expired or we were short on items. Ken will reach out to the trainer to see if there is a preferred way to order needed items and communicate that out to Jennifer. Jennifer to post needed items and prices to Band.
4. **Football Trustee (Kellie):** Picture dates are set. Board members receive a 20% discount for pictures, just give the photographer the board member name to receive the discount. Coaches get a picture with their child for free as well. The photographer has a helmet and poms for props. Football coaches are to let their team know what color they are to wear for photos. Both picture days are at Doc's in New Boston with a makeup date slated for near the tennis courts at the high school.
5. **Football Trustee (Brian)** Absent at the time of his report.

M. Cheer Representatives/Trustees:

1. **Varsity Rep:** Cheer is going well on varsity. No report.
2. **JV Rep:** In addition to the pink out game it would be nice to see the Jr. Chiefs program bring awareness to illnesses specific to children. Becky, from Children's Hospital wrote a letter requesting consideration for HJC to host a toy drive to support children who are in the hospital during the holiday season. September is children's cancer awareness month. The color associated with pediatric cancer is gold. HJC could announce the event at games, send out an email and Facebook posts advertising a toy drive and then set out bins at admissions table to collect items, as well as a bin at New Boston Nutrition.
 - a) Motion to do gold out game for children's cancer awareness and a pink out game for breast cancer awareness: Kellie
 - (1) 2nd: Jaimie
 - (2) All in favor, Additional discussion: Poll to go onto Band to determine best dates for gold and pink out. Cheer and football think about what items the board wants to provide to the players for those games. Financially, the board would only be providing items for one of the two special games. Motion passed.
 - b) Do we want a pink shirt option in the next team store that opens?
3. **Flag Rep:** If uniforms arrive, they will be distributed on Thursday.
4. **Cheer Trustee (Alex):** No report
5. **Cheer Trustee (Jennfier):** No report

VI. Unfinished Business

- A. Concessions Budget: See above.
- B. Kalahari Fundraiser : Alex to post on Kalahari fundraiser.

VII. New Business

- A. Sponsorship Banner: See above.
- B. Important Dates Flyer: Flier has been posted to Facebook and sent out via email. We will add the Gold Out date with more information once that date is determined and redistributed.
- C. Update on Dicks coupon: Katie to reach out regarding coupon
- D. Danielle purchased binders for coaches' binders, sleeves and bags.
 1. Motion for Danielle to be reimbursed for these costs: Danielle
 - a) 2nd: Alex
 - b) All in favor. No discussion. Motion approved.

VIII. Announcements:

- A. None

Meeting adjourned 8:01 pm by the President, Katie Schroeder.

Respectfully submitted by Secretary, Lindsey Keller.

Next meeting: September meeting to be determined via poll posted to Band.