



# FALLBROOK POP WARNER



## FALLBROOK POP WARNER Board of Directors - Meeting Minutes for: WEDNESDAY, JANUARY 25<sup>TH</sup>, 2023

Meeting Location: Fallbrook Public Utility District Meeting Room

**CALL TO ORDER: 6:00 pm**

### ROLL CALL:

**a. Members Present:**

- President, Douglas Berger
- 1<sup>st</sup> VP Player's Agent, Raquel Ruvalcaba
- VP Coaches Agent, Floyd Dudley
- Volunteer Coordinator Mayra Berger
- Equipment Manager, Luis Ruvalcaba
- Little Scholars Chair, Rosie Sorden
- Cheer Coordinator, Alicia Swinney
- Asst. Cheer Coordinator, Ruth Munoz
- PR Coordinator – Danielle Peppard
- Treasurer, Ericka Payne- arrived at 6:26pm
- \_\_\_\_\_

### APPROVAL OF PREVIOUS MEETING MINUTES

*Motion made to approve Meeting Minutes from November 2022, Motion Passed*

### ORDERS OF BUSINESS:

*PRESIDENT REPORT – Doug Berger:*

- Welcome message and summary for 2023.
- Distribute copies of new bylaws.
  - Reviewed bylaws
  - Discussed pertinent changes including New Board Positions
- Distributed/Reviewed proposed budget for 2023  
*Motion made to approve 2023 Budget - passed*
- New Board Member Interviews
  - 7:00am Allison Hernandez
  - 7:30am Carrie Fuller*Motion made to change position title and vote in Mayra Berger as Secretary -passed*
- Distributed & reviewed annual calendar of events – Reviewed important dates
- Reviewed Conference Updates for 2023:
  - New Conference Representative – Josh Gribble
  - Live Scan BR Checks
  - New Little Scholar Rep – Corey Thomas
  - Safety Meeting (Conference) – Need to provide info, AED's, EAP, etc.
  - April 29<sup>th</sup> Admin Convention – MANDATORY for all New Board Members

- Fundraising – Snap Raise. Propose including snap raise program with initial registration.
- Marketing: Billboard for February.

Motion made to spend budgeted \$\$ on Billboard on Man St. in Fallbrook - Motion Passed

- Discussed Head Coach Interviews for Next Month
- Need to book EMT's ASAP
- Google Drive Links - Discussed
- Distributed new board contact list for 2023
- Discussed possible Tax issues, requested treasurer contact CPA to research past tax returns for 2019, 2020, and 2021
- Discussed approval of Mark Sorden Free QB Clinic

Motion made to allow Mark Sorden access to past year's rosters to promote free quarterback clinic - Motion Passed

Discussed not having a snack bar for 2023 season during homes games. Instead use vendors and allow teams to host snack bars for fundraising.

Motion made to eliminate board hosted concession stands and use outside vendors instead - Motion Passed

**7:00pm: New Board Member Interview – Allison Hernandez**

**7:30pm: New Board Member Interview – Carrie Fuller**

Motion made to vote in Allison Hernandez as asst. Treasurer – Passed

Motion made to vote in Carrie Fuller as Asst. Player's Agent - Passed

*CHEER REPORT – Alicia Swinney*

- Reviewed plan for 2023
- Confirmed Practice facility will be at Auditorium at Potter
- Discussed – Uniforms to stay the same general design

*PLAYER AGENT REPORT – Raquel Ravalcaba*

- Registration to open on March 1st
- Determine paperwork turn in dates and locations during next meeting
- Only 2- Discounts per family
- Suggested we create Registration Folder for paperwork
- Discussed Increased Registration Fee. Increase fee for those who register after April 30<sup>th</sup>.

Motion made to increase registration fees to \$590.00 for tackle football & Cheer, \$250.00 for Flag Football and Cheer - Motion Passed  
Motion made to offer early bird discount of \$115.00 for tackle football & Cheer, \$50.00 for Flag Football and Cheer, to expire by May 1<sup>st</sup>, 2023 - Motion Passed

*FOOTBALL COMMISSIONER REPORT – Floyd Dudley*

- Discussed Coach Interviews
- Discussed Coach Clinics
- Discussed Player Clinics for June/July.

*TREASURER REPORT – Ericka Payne*

- Current Bank Balance \$3,572.40
- Discussed Outstanding Bills – None
- Discussed finding new CPA to review past and future taxes

*EQUIPMENT MANGER – Luis*

- Equipment Update – Ordered 25 new helmets from Riddell
- Discussed Inventory, what we need for 2023.
- Helmet Re-Cert – 82 Helmets sent out for recertification
- Discussed Coach Equipment (Status)
- Discussed First Aid equipment – AED? Team First aid kits
- Determined Equipment Issue Date – TDB closer to March
- Discussed Uniforms and ordering procedure: We will be using white, gane pants with lads sewn in – No more black pants
- Spirit Wear vendors
- Practice Field Lights

*LITTLE SCHOLARS REPORT – Rosie Sorden*

- Reviewed plan for 2023
- Discussed L.S. Banquet for 2023

PR COORDINATOR – Danielle Peppard

- Discussed distribution of flyers to schools, etc.
- Wants to promote new coach recruitment on Social Media

**PUBLIC DISCUSSION**

NONE

**CLOSED SESSION – EXECUTIVE MEMBERS ONLY**

NONE

**VENDOR SESSION**

NONE

**FUTURE ACTION STEPS:**

Next Month’s Board Member Interviews: Erica Russel, Laurel Hayden

**CLOSING:** Motion to adjourn at 9:47pm – passed – meeting adjourned.

Next scheduled meeting on **FEBRUARY 13<sup>th</sup>**, 6:30pm at FPUD meeting room

Respectfully Submitted by:

MAYRA A. BERGER

*Mayra A. Berger*

Mayra A. Berger, Secretary

Date: 1/25/2023

Adopted by Board in the Meeting

of: February 13<sup>th</sup>, 2023

  
Douglas Berger, President, Fallbrook Pop Warner  
President, Board of Directors

Date: 2/13/25