

December 2021 Meeting Minutes

Board Members in attendance: Laura Svalestad, Mark Chan, Courtney Chan, Marie Morgan, Ashley Ladr, Sarah Akstin, Eric Akstin, Erica Buss, Debbie Szkirka, Roe Holmes, Cassie Laliberte, Kevin Laliberte, Katie Kessel, Matt Marcil, Conor Thomas, Jarrett Hunter, Missi Lee, Jim Gottier, Marque Mercure, Kelly Gay

Not in attendance: Shauna Powell, Nick Abbruzzese

Call to order: 8:02pm

Candidates for 2022 Board

- Candidates spoke to the board to state their intentions
- Candidates were dismissed from the meeting after all candidates had a chance to speak

President Mark Chan

- Dickenson family registration: Mark discussed refunding the registration fee in full to the Dickerson family as the board has done in the past. Sarah motioned to refund the family. Katie seconded the motion. All board members in favor and the motion carried.
- Helmet purchase for football player: A parent reached out to Mark regarding the purchase of the players helmet as he wears hearing aids and found that this past season's helmet fit very well. The board discussed putting the helmet to the side with the players name on it to reserve it for next year. Mark will reach out to the player's parents to discuss.
- Explanation of Robert's Rule when a candidate runs for two positions: Mark explained Robert's Rule as it pertains to a board member holding two positions.

Treasurer Report Katie Kessel

- End of year financial reports were sent to the board for review. There are still refunds and end of year checks that need to be cleared.

VP Marie Morgan:

- Meeting minute approval for November minutes: Cassie motioned to approve the minutes with a second by Conor after 2 minor changes. The motion carried.
- Voting process/nominating committee: Marie reviewed the voting process that was followed and how voted will be collected and tabulated. Marie also explained the process of an additional voting link that would be used if the candidate running for two positions secured both on the initial ballot.

Additional end of year updates:

Secretary: no updates

Cheer Coordinator: no updates

Football Coordinator: no updates

Registration Coordinator

- Kelly reported that the system was not processing refunds automatically and she will be working to get that issue resolved.

Game Day Coordinator: no updates

Equipment Manager

- Report on the inventory of equipment on hand, equipment return status, condition of said equipment and completion of proper storage for all uniforms and equipment.
 - Jim provided a list of outstanding items that need to be returned. The board will try to find another date in December for equipment returns.

Fundraising Coordinator

- End of year turnout
 - Missi reported that there were 3 successful fundraisers in 2021 raising \$25,280.

Player Parent Representative

- Courtney reported that the survey results will be sent to the board by the end of the week for review.

Concessions Director: not in attendance

Webmaster: not in attendance

Volunteer Coordinator

- Report on volunteer hour succession
 - Ashley reported that of 130 players/cheerleaders, 27 families did not fulfill their volunteer hours. 252 shifts were created and 175 were covered.

Kevin motioned to adjourn. Conor seconded the motions. Motion carried and the meeting was adjourned at 9:25pm