

Winston Churchill Charger Spirit Club Board Meeting

August 22, 2017
7:00 pm WC Library

The board meeting was called to order at 7:00 pm by Delaina Harrison, CSC President.

Board members in attendance: Delaina Harrison, Aliza Cantu, Kathy Faktor, Maritza Garza, Becky Guerrero, Susan Huggins, Andrea Solomon, Diana Workman, Nicole Casey, Danielle Torres, Victoria Vogler, Daniella Martinez, Cathy Castleberry, Robin Diamond, Matt Epstein, Paul Garcia (left early), Pam Gill, Jackie Gonzaba, Missy Griggs, Carol Hamlett, Michelle Shaw, Enedelia Straughan and Lisanne Trcka

Special Guest: Justin Oxley, WC Principal

Mr Oxley introduced Ms Martinez, new AP for Spirit; Ms Vogler, new Pep Squad Director; and Ms Torres, new Cheer Coach. He shared this year's WC theme is based on the book The Human Brand.

Delaina shared an inspirational saying about Volunteers. The inspiration responsibility will rotate for each meeting.

President's Report: Delaina Harrison

- **Reservation of meeting space:** CSC has requested the use of WC library for the 8 Officers and Board meetings and the WC auditorium for the 3 General Membership meetings. Sponsors have/will schedule WC facilities for special events to include Pep Rallies, Cheer & Dance Clinic, Spirit Dinner/Auction, and Dance Celebration. Delaina shared facilities requests must now be sent to APs Mr Chavez and Ms Casteneda with a cc sent to Ms Martinez and Roni Villarreal, AP secretary (vvilla1@neisd.net). If requesting the library, please include Mrs Gustafson, WC Librarian, on request as well.
- **Sep 5 – Officers' meeting** at 5:30 p.m. followed by Board meeting at 6 p.m. in library. General membership meeting at 7 p.m. in WC auditorium with mandatory Senior parents meeting to follow. All spirit teams will perform at General Meeting. Cheesy Jane's food truck will be in front of cafeteria 5:00-6:45 p.m. for spirit members and parents to enjoy. **Needed:** Two parent volunteers to update event flyer and handle ticket sales. Contact Delaina to volunteer.
- **Board roster** sent around room to verify information. Updated roster will be emailed.
- **Open Board positions:** Spirit Dinner and Auction (event date: Nov 2)
- **Involvement/Duties of a Board member:** Delaina reviewed the CSC expectations for meetings.

Secretary's Report: Susan Huggins

Minutes from Board meetings held Oct 4, 2016; Dec 6, 2016; April 11, 2017 and May 23, 2017 were emailed to Board members on Aug 13, 2017, for review and also posted at this meeting.

Susan Huggins made a motion to accept all minutes as presented. Diana Workman seconded the motion. There was no discussion. Motion passed unanimously.

Treasurer's Report: Andrea Solomon

Andrea reported the current balance in the CSC account is \$14,619.89. A copy of the budget was distributed. T-shirt sales are currently just under \$8,000 but she has additional deposits to make. Reimbursement and Deposit Forms are available online at www.chargerspirit.org, under the CSC Info tab. Delaina emphasized it is individual's responsibility not Treasurer's to complete these forms in timely fashion and provide along with receipts and/or monies/checks to Treasurer. Jackie Gonzaba shared helpful hint: there is a tab at bottom of the online deposit form for 2nd page of form; input numbers on 2nd page and it will auto-fill to 1st page of deposit form.

Old Business – none

New Business:

Audit Report: Susan Huggins

The audit/reconciliation committee consisting of Susan Huggins, Kathy Faktor and Diana Workman met on July 31, 2017, to review the financial records of the CSC for fiscal year ending June 30, 2017. The committee found the records to be substantially correct with a registered balance as of June 30, 2017, of \$12,166.25 The report is filed in Treasurer's notebook.

Susan Huggins made a motion to accept the Financial Reconciliation Report for CSC as presented for the 2016-2017 fiscal year. Cathy Castleberry seconded the motion. No discussion. Motion passed unanimously.

Budget Amendment:

Diana Workman made a motion to approve the amended budget with a total income of \$37,350.00 and total expense of \$33,360.00. Aliza Cantu seconded the motion. Rationale for this motion: moving the Adobe Sign and Sponsorship expenses into the budget will help track the actual expenses correctly since they directly support all teams. Ms Casey explained the new Adobe Sign software program will allow for signatures electronically thus minimizing paperwork and providing a more efficient means to manage/track the Spirit programs. Ms Casey hasn't purchased this program yet; waiting for vote on this amendment. Motion passed unanimously.

Bylaws Amendments: Aliza Cantu

Aliza shared there is one Board position and 3 standing committees that need to be deleted from the Bylaws in order to keep with the way the CSC is conducting business. These include removal of the Chaplain-Historian position (Article VI) with duties to be reassigned at the discretion of the Board; removal of the Social Committee (Article VII) with duties transferred to the appropriate VPs of Pep, Drill, Dance and Cheer; removal of the Costumes and Uniforms Committee (Article VII) since these duties are now undertaken by the dance and drill managers; and removal of the Craft Show Committee (Article VII) since we no longer have this event as a fundraiser.

Maritza Garza made a motion to delete the one Board position and 3 standing committees from the CSC Bylaws as presented. Andrea Solomon seconded the motion. No discussion. Motion passed unanimously.

Gift to Spirit: Delania Harrison

There was approx. \$6,800 left at the end of the 2016-2017 budget year for Gift to Spirit. These monies were used to buy new pom-poms, matt tape, rights to music, and to pay the remaining balance on end of year banquets per request of Sponsors.

Chipotle Fundraiser: Martiza Garza

Fundraiser is Aug 24 from 5-9 p.m. Must show flyer or mention "Churchill Spirit Fundraiser" at checkout in order for CSC to receive 50% of sale. Word has gone out through Mr Oxley's e-blast, emailed to WC facility, email to all Spirit parents, shared on neighborhood social site, girls' Instagram and Tweeter, etc.

Meet the Chargers: Volunteers needed for MTC setup this Saturday, Aug 26, at 4 o'clock. Delaina reminded everyone they cannot reserve the chairs set up by CSA in amphitheater for Pep Rally. You have to put yourself not a reserved sign in a chair if you want to sit there. You can bring your own chair and set up on side/behind the pre-set chairs. Rain plan is to hold pep rally in the gym.

Committee Reports:

Cheer and Dance Clinic: Tisha Pruski

In her absence, Tisha provided following report. Clinic takes place on Saturday, Sept 30, 2017, at Churchill from 9 a.m. – 1 p.m. with participants performing at football game that evening. The CDC committee held its first meeting on Monday, Aug 21, and chairs/co-chairs for various committees were assigned. Next meeting is scheduled for Sept 11 at 6:30 p.m. The registration form is on the CSC

website, included in PTA Welcome packets being sent home the first week of school, and forms provided to cluster schools. Delaina added Signup Genius coming soon.

Spirit Dinner/Auction/Pep Rally: Delaina reiterated volunteers are still needed for this Nov 2nd fundraiser.

Membership – no report, Sylvia Garza unable to attend.

Website: Michelle Shaw

Michelle worked closely with Laura Talley and Delaina Harrison to learned website software and is slowing cleaning up the website, www.chargerspirit.org. Each group has its own page. She added a link to Charms and Calendar. Once Adobe Sign is ready, she can add a link as well. Side note: thanks to Laura Talley, a payment “square” can now be used to pay with a credit card. Andrea Solomon shared we currently have one adapter for iPhone 7.

Senior Events: Cathy Castleberry, Missy Griggs, Debbie Schaefer and Marla Stiefvater

Cathy reported there is a mandatory Senior Events parents immediately following the Sep 5 General Membership meeting. The committee chairs will have signups for the various sub-committees and information to get volunteers started.

Sponsorship: Lianne Trcka

Lianne and Kathy Faktor have sold over \$10,000 in Corporate Sponsorships over the summer. Corporate Sponsorships will be used to offset group costs/big expenses for all spirit team members. There will be a “Thank you to Corporate Sponsors” ad in All-Sports Program and a banner is in the works for Gucci Bowl/to be hung in front of the school. **Help needed:** 4-6 volunteers to ask local businesses to hang a poster that lists corporate sponsors and includes football games schedule. Lianne suggested a letter be sent this November to current corporate sponsors to thank them and ask for a commitment for next year. Goal is to have all next year’s corporate sponsors committed by May 2018.

Note: Corporate Sponsors program is different from the Partnership Program which spirit members share in 50-50. Visit Fundraising tab on CSC website to see the various sponsorship opportunities.

Merchandise: Diana Workman and Jenny Read

Diana shared they sold out of new brick red tee but Delaina has placed order for more. Additional new shirts include special order WC baseball jersey, fishing shirts (in 3 color options), and this year’s Gucci Bowl t-shirts. They have some old t-shirts still for sale. Gucci Bowl t-shirts are \$10. All spirit members have been told they need to buy one/required to wear. Order forms for all t-shirts except Gucci Bowl are available on CSC website. **Help needed:** see Signup Genius for t-shirt sales the 1st week of school during lunch.

Meals: Carol Hamlett

Game day meals order forms/payments due Wed, Aug 23. Although these meals are optional, Carol concerned only 45 spirit team members have turned in forms to date. Delaina and Sponsors indicated reminders have been made/sent. Michelle Shaw shared the Signup Genius for volunteers for meal distribution for Gucci Bowl is available on website **Note:** Signup Genius will be updated after Gucci Bowl to add all football games volunteer opportunities.

Spirit Angels: Jenny Read

In her absence, Jenny submitted report to share the first gift was given to all Spirit team members before their summer camps. The angels will begin brainstorming the next gift which will be given out close to Homecoming.

Fundraisers: Matt Epstein

The Fredericksburg Farms fundraising info was sent out last week for Dance/Drill/Pep and this week to Cheer. Other fundraisers for the year are Pies/Cakes, Poinsettias and Cookie Dough. Per school rules, these fundraisers can only run for 2 weeks so due date for Fredericksburg Farms orders is Aug 30.

Administration Report – Ms Daniella Martinez/AP

Ms Martinez is excited to be the AP supporting Spirit this year. She is happy to help in any way she can and will do her best to answer within 24 hrs.

Sponsor Reports:

Dance/Drill: Nicole Casey reported the teams are ready for Meet the Chargers, football and already working on competition routines. There are currently 18 Dancers, 35 Drill members and 2 managers. There is a new lipstick option through LipSense for \$45. Girls can choose this option or use lipstick ordered at end of last school year. Cathy Castleberry shared Alta has lipstick similar to LipSense and will get info for Ms Casey. Question was raised about Sept 30th football tickets for Cheer and Dance Clinic participants. Ms Casey will check with Ms Funk/NEISD and get back to us.

Pep: Victoria Vogler shared Pep's first performance will be at Taft football game, Sep 16. They are working on all the cheers. Team consists of girls with some dance experience and some who are new to dance.

Cheer: Danielle Torres was very excited to share how great the team did at UCA Camp! They received Gold Superior ribbons each day, were Game Day Champions on last day and came home with the coveted Top Banana award! The team currently has 28 cheerleaders and one mascot. Their pom choreography is done. New gym is working out great.

Next Board meeting: Tuesday, Sept 5, 6 p.m. in WC Library (Officers & Sponsors meeting at 5:30)

Note: General Membership meeting to follow at 7 p.m. in WC Auditorium. Senior Parents meeting immediately following General meeting.

There being no further discussion, meeting adjourned by Delaina Harrison at 8:20 p.m.

Minutes prepared/submitted by Susan Huggins, CSC Secretary