

CABC Meeting Minutes – May 5th , 2014

In attendance: Lora Unwin, Kristi Stasny, Melissa Miller and Lisa Aguirre

Meeting started 11:48am

- Minutes for April meeting presented.
 - Lora opened motion to approve minutes.
 - Melissa seconded the motion
 - Minutes approved by all.

- **Treasurer Report:**
 - Melissa presented. \$3.1k available for Soccer Purchases (\$2k from Donkeyball, \$560 from check donations/sponsorships, \$589 from online sponsors). Per Mr. Winicki's request, in March 2014, CMS Club Soccer was officially made part of CABC. Since soccer is not under HISD Athletic Department and was lacking uniforms/essential equipment, Mr. Winicki requested any soccer families donating (prior to May 1st, 2014) to CABC were allowed to specify those funds be specifically allocated to soccer.
 - Melissa requested to amend the Financial Statement ending March 31, 2014. The ending balance was accurate. The beginning balance on February 28, 2014 was noted incorrectly. The original notation listed 11,640.71 for the ending balance on February 28, 2014. It should read 11,358.94. Letter to amend presented and amended statement.

- **Liaison Report:**
 - Kim Gray drafted email re: 7th grade awards this Wednesday, May 7th.
 - Lora provided Soccer update. New uniforms distributed. 95% of boys and girls families registered on new CABC website.

- **Website Report:**
 - Kristen Doss has new CABC stand alone website up and running. As of May 4th → 8,800 visitors to our new site! www.creekwoodathletics.com
 - Soccer registration now closed. On May 1st CABC registration open for ~450 families registered for Athletics next year, deadline May 23rd.
 - Online Store & Online Sponsorship - operational. 4 Business Sponsors & 15 Family Sponsors as of May 4th See Sponsor recognition pages on website for details.
 - Yet to finish: Team FAQs, add athlete photos etc.

- **Merchandise:**
 - Amy Bennett finalized 2014-15 CABC Merchandise Sale. Flyers went out in Spring packets, to all CMS staff and students and to all 5th graders coming to CMS next year. See CABC website green button [ONLINE STORE] for details. Deadline to order is May 23rd. No extras will be ordered. Merchandise available for families to pick-up at Colt Round Up in August. No other CABC merchandise available for sale in 2014-15.
 - Discussion was made to vote on perusal of social media for merchandise order advertising.

- **Spring Packets:**
 - Nikki Stewart finished stuffing/labeling envelopes and delivered to Coaches April 30th. Coaches handed out to all 2014-15 Athletes May 1st & 2nd. Required forms must be returned to Coaches by May 23rd.

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- **8th Grade Banquet Report (Thursday, May 15th):**
 - Patrice & Melissa MacIntosh finalized catering details, sent out invitations to all 8th grade athletic families, emailed invitations via liaisons and posted invitations on CABC website. Completed forms and payments due May 5th. Discussion on flow of banquet and set up. Kristi Stasny offered to run the slide show.

- **Photography:**
 - Kristi Stasny coordinated 22 minute slide show for 8th grade banquet covering.
 - Kristi working with Kristen Doss on how to handle transferring hundreds of 2013-14 photos in CABC Shutterfly Account to the new CABC website.
 - Discussed possibilities for better options regarding photography outlets vs. Shutterfly.

- **Important Items:**
 - Motions passed via email since April Board Meeting:
 - CABC By-Laws (modified to match CMS/CABC needs)
 - CABC \$50 Sponsorship Special for Donkeyball Sponsors (Offered to the 9 local businesses who recently provided \$300 for Donkeyball)
 - Athletic Republic Summer Special (CABC to receive \$25 for each athlete that brings in AR Summer Special Flyer when registering for \$100/month for unlimited training up to six days a week available May-August)

 - Audit Committee: Kristen Doss, Kristi Stasny and Kellie Jones. (July date TBD)
 - 2014-15 CABC Board Update: New Managers 8Boy Nikki Stewart / 7Girl Heather Dumais
 - CRC Committee – Vote on proposal
 - We unanimously voted to purchase Creekwood short sleeve Tshirts for all 9 coaches to give to them at Colt Round Up. Lora & Amy to follow-up.
 - CABC Board Work Plans – All plans due May 18th. These forms will briefly summarize each board position, roles and responsibilities. Outgoing board members to review plans with incoming board members replacements.
 - CABC Board Transition Meeting – May 18th 5-7pm at Skeeters. Incoming and Outgoing Board members celebrate the first year of CABC as well as hand over all notebook etc.
 - Donkeyball discussion: Lora reiterated that CABC helped host DBall and Mr. Winiki has full control of how all profits are dispersed for the school. Noted: 2000.00 for new soccer start up. 2000.00 to scholarship fund. 1000.00 towards CMS IPAD cart. It was asked that Christina Shepherd sends a mass email to let the school know what the proceeds will fund. CABC held the role as banker but did not keep any profits for normal CABC business.
 - Discussion was made to create guidelines regarding start up of any new sports.

Meeting adjourned at 1:30pm

Next board meeting is next August (date/time/location TBD)