

CABC Meeting Minutes – Jan 20th, 2015

In attendance: Lora Unwin, Amy Bennett, Nikki Stewart, Michele Teagle Trisha Wood, Maureen Kovacik, Laura Searcy, Jennifer Odom

Meeting started 12:05pm

- **Minutes:**
 - Lora Unwin reported that the Minutes Committee reviewed and approved the November Minutes for accuracy. Lora Unwin reported that no CABC Board Members requested any changes made to the draft November Minutes she sent out.
 - Lora Unwin made a motion to approve the November Minutes.
 - Maureen Kovacik seconded the motion. Minutes approved by all.
- **Treasurer Report:**
 - Christine Bull was unable to attend the meeting. The CABC Financial Summary Report ending December 31, 2014, will be sent out to the board and posted on the website.
- **Liaison Reports:**
 - Soccer - Coach Hinson located space to store soccer uniforms and equipment. Outstanding issue: confirming coaches, uniform & equipment inventory
 - Cross Country – XC race scheduled for Feb. 3, 2015, with inclement weather make-up dates scheduled for Feb. 2 or 4th. The race will be held at Kingwood High School, and transportation will be provided for the runners. 8th grade runners will leave school during 7th period, and 7th grade runners will leave immediately after school to attend the race. The estimated start time for the event is 4:20, with 8th grade girls running first.
 - Basketball – CABC provided food/drink for hosting tournaments 1/9, 1/16, 1/23 and 1/24
- **Website Report:**
 - Track and Field page is nearly operational. Starting a new website approach with Track & Field and Soccer. No emails will be sent to parents. All information will be posted on the website and immediate communication will be provided via Remind 101 (no limit to number of subscribers).
- **Game Meals & Hospitality:**
 - CMS hosted four basketball tournaments. 1/9 and 1/16 nights went well. Sloan Simmons created a sign-up genius page for the upcoming 1/23 & 1/24 food/drink donations, and it is currently 70% full.
- **Merchandise:**
 - Amy Bennett presented options for spirit merchandise. Amy discussed using Fanclot to order CMS spirit apparel online through the CABC website. Different dates were discussed to promote the sale. Amy will be sending an email to the CABC board with the proposed merchandise plan. Board input will be incorporated into the final plan, and a vote will take place at the next CABC board meeting on Feb. 17, 2015.
- **Team T-Shirts/Car Decals:**
 - Track and Field t-shirts and car decals will be sold online. Coach Lee is designing t-shirts. Candi Rhodes and Stephanie Reilly are coordinating, sorting, labeling and distributing to girls and boys.
 - Cross Country t-shirts to be distributed 1/20. XC car decals to be sold online during Track and Field sales (same decal as Track and Field).
- **Photography:**
 - Boys Basketball has photographers, however there are no photographers for 7th and 8th grade girls basketball.

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- **Sponsorship:**
 - Lora working with Coach Hinson, Coach Matejka, and Mr. Winicki on a 2015-16 Sponsorship Plan. DRAFT plan is to be sent to the board for review/suggestions etc. by Feb 6th.
 - Michelle Fisk is writing thank you notes to our sponsors. She will be highlighting that we are currently at 134,000 hits on our website and business banners have been viewed roughly 14,000 each.
 - Lora and Kristen to send out sponsor tax receipt letter and thank yous by end of January.

- **Important Items:**
 - 2015-16 Nomination Committee Progress: Needs 3-4 volunteers to get it up and running. Ideally, we need two 6th and two 7th grade parents. Contact Lora if you or someone you know might be interested in serving on the Nomination Committee.
 - Player of the Week t-shirt motion passed unanimously. Lora Unwin received 22 Yea votes by Tuesday, Nov 18th, 2014. CABC paid \$139.80 to purchase 10 Players of the week t-shirts as requested by Coach Hinson and Coach Matejka.
 - First semester Coach Thank You Motion passed by November 21st, 2014 (18 Yea votes, 0 No votes and 4 not responded). CABC purchased a \$25 gift card for each coach. Laurie Searcy (girls) and Jennifer Odom (boys) did a great job wrapping the gift card and writing the thank you note that was presented to each coach on behalf of CABC and all CMS athletic families.
 - The TX Athletic Directors State Conference Motion passed by December 8th, 2014 (20 Yea votes, 0 No votes and 2 no responses). CABC paid \$991.13 for our Athletic Director Coach Hinson, to attend the Texas Athletic Directors Annual Conference in Frisco, TX (March 29-April 1 2015). The \$991.13 covers the convention registration fee, hotel fee, \$45 for meals and \$280 driving expenses (calculated via the IRS recommendation of \$0.56/mile).

Meeting adjourned at 12:55 pm

Minutes recorded by Jennifer Odom

Next board meeting is next Feb 17th, 12-1pm @ CMS front office conference room