

November 19, 2024 Archery Board Meeting Agenda

In attendance: Bev B, Abbey M, Jessica H, Erin K, Brian P, Scott M, Patty G.

Absent: none

Call to Order

Review Meeting minutes from Oct 15th and Oct 30th and vote - motioned and approved

Old Business

- 1.) Recap of Parent Meeting- What went well? Additions? Changes? Feedback?
 - a.) Good that it was electronic and everything was planned out
 - b.) Add some screenshots of the parts that parents were skipping over in their registration
 - c.) Could we do a Facebook Live for those that aren't there?
 - d.) Move to Auditorium so that we have a larger spaces
 - e.) If we have the archers come let's have 2 of each size for jerseys to try on
- 2.) Registration Issues - How can they be fixed for next year/What happened this year?
 - a.) Next year we should reserve the first week of registration for returning archers and then new archers can register the following week (or give them about 3 days or so)
 - b.) Could we move the registration day to a Saturday so that parents are more available to register? (Like a Saturday at 8am)
 - b.) 2 late registrations - (Senior parent - contacted on 11/18) and new elementary emailed on 11/11
 - Bev will email them and let them know that they can paper register their child but they will have to pay \$25 late fee and \$30 for the jerseys and Sundays only
- 3.) Order Jerseys - When will order go in? When do we believe they will be in?
 - a.) Jerseys are ordered but we don't have the invoice yet
 - b.) We will have them before the first tournament
- 4.) Fun Apparel - Closed on Sunday Nov 10th. #'s? When will it be in?
 - a.) We hit all of our minimums for everything except for sweatpants, but they are going to waive that so we don't have to purchase any additional
 - b.) Everything should be to us before Christmas
 - c.) It was around \$200 or so that we banked for the club - we will have a check cut for that
 - d.) We had one late order, but she can go directly to Shakopee and see if they will make one
- 5.) Picture Day/Banners - Set for January 12th
 - a.) She will allow the coaches to preview them before the pictures go out. (Make sure our rosters are accurate)
 - b.) Is it on the website/calendar?
 - c.) Bev needs number for senior count then will make contact for Banners (\$24)
 - the seniors pay for them

- d.) We said that we wanted a fun team photo with sponsors on it
 - i.) How much does printing those cost- Patty will check into this
 - ii.) Is the club paying for these since that would be part of sponsorship? Yes
 - iii.) When would we get them since we need to wait until we know who are sponsors are?

6.) Tournament Google Form -

- a.) Do you want this sent to one coach from each level so that the form doesn't get messed up by too many people being editors?
 - send to all coaches - Jess will do based on Erin's email
- b.) Have a sheet with the QR code at practices?
 - Abbey will bring a roster of who is registered and Jess will bring a list of all who have already filled out
 - Abbey will print out a QR Code
- c.) When is it due - Dec. 19th

7) Background Checks - Bev will present findings and will need to select and approve to move forward.

- a.) Option 1 MN BCA - Fill out form and then it would cost \$8/person once we prove we are a nonprofit
 - paper copies of information that will need to be shredded
- b.) Option 2 Third Party thru SportsEngine - \$23/person and the set up fee is waived
 - this is an online version without a paper trail
- c.) Motion and approval to use Option 1 and Abbey can prove we have the correct form to get the \$8 fee
 - Abbey and Erin will collect the sheets to mail in and they will go through the forms when we get them back
 - Bev will fill in the field on the form that requires a special number and send to Abbey to print off. Abbey will bring forms for coaches/board to fill out

8.) Fundraising Update

- a.) April M. will coordinate business visits and sponsorships
- b.) Anyone willing to help can contact April
- c.) We could use this for the archer to get a letter
- d.) Brian will talk to sportsman's club about raffles like what the Trap team does
- e.) For business (Tiers)

Tier 1 - \$600

Promotion at home tournament

A banner or some type of sign at our home tournament as the tournament goes walk up (entry area)

Tier 2 - \$400

Name on Quick up banner

Home tournament background

Tier 3 - \$200

Target Bale Banner at home tournament
Recognition on Facebook page
Logo on website

NEW Business

- 1.) Nationals Preparation for parent meeting - Dec. 8th
 - a.) Flights - Erin will get a quote for the Friday right before this practice date (need a minimum of 10 people for the flights)
 - b.) hotel - Embassy Suites by Hilton South Jordan (Reserved a block of 40 rooms)
 - King Room \$159/night and Double Queen Room \$179/night
 - Free breakfast, free parking, very small pool/hot tub, complimentary evening reception with snacks/beverages
 - complimentary meeting room on Saturday from 4-9pm
 - c.) transportation
 - d.) \$100 in check form and we will hold it - if you drop we cash it, if you stick with it we give the check back (in memo - Archer's Name)
 - due Jan. 5th
 - e.) Make a sheet to hand out with basic information on it and estimated costs
 - Bev will type up the sheet
 - f.) All Board Members need to be there so we can all speak to our parts - 5:15 pm
 - g.) Someone make an announcement on the Facebook page and Sports Engine - Abbey and Bev will post

- 2.) Home Tournament Preparations
 - a.) Waffle Breakfast - Confirm with Dad's
 - date confirmed on Feb. 1st from 9:00 - 12:30 pm with 600 to be served
 - Abbey will see if she can get the number served last year
 - b.) Get Tickets graphed and printed - Bev has a contact in Faribault who does the design and then Bev gets them printed and cuts them
 - could use archers to cut for hours
 - c.) Call Julie about Concession Stand and Kitchen Help - Abbey will do this
 - we tally what we sell during concessions
 - d.) Trophies - Need to order -
 - Abbey has the list of what we did
 - Team - 1 for each division
 - Individual (male/female) - 1st thru 5th place for all divisions
 - 1 All Around Male and 1 All Around Female
 - keep the trophies the same
 - e.) Scott to call school about Janitor time 7am -5pm
 - f.) Dibs - Scott will reach out to Chris
 - g.) Add Arrow Pens/Bake Sale with Suckers?
 - h.) Contact Coborns about Juice, Milk
 - i.) Food License - Abbey will talk to Pam about what to do with this

- j.) Scantrons - Scott
 - k.) Computer - Bev will bring
- 3.) Board Table Rotation Sundays and Thursdays - email between those that aren't coaches
- a.) Skip Thursdays
- 4.) Creating FaceBook Community Guidelines for our group
- a.) How do we eliminate people with no archers or do we leave them?
 - b.) Guidelines so there is no bashing of coaches/board/other parents
 - c.)
- 5.) Changing Meeting time or day/dates?
- a.) 1st Tuesday of the month for now
- 6.) Outstanding Club Bows
- a.) Who is in charge of hunting down missing bows and inventory - Abbey will hunt them down
 - if someone wants to hold the bow over the summer they will need to give a deposit and fill out a form
 - we need to create a depreciation schedule for the bows so that we can get new bows
- 7.) Publicly Posting Meetings
- a.) After the registration issue, changes for this year, Nationals, etc. we should start posting our board meetings so there isn't any misinformation out there. This could bring in some more volunteers as well
 - i.) The first 10-15 minutes of each meeting will be open forum for parents if they want to come
 - ii.) Post what day and time we are meeting on our website and Facebook
- 8.) Practice Expenses
- a.) Discretionary spending by coaches for candy, gift cards, treats, etc for practices
 - i.) Turn in receipts to Abbey
 - b.) Would like to buy some pins for tournaments as an incentive - about \$375
 - i.) 240 and up for pins
 - ii.) Abbey will check into stickers for down to 200

Next Meeting - Tuesday Dec. 3rd at 7:00 at the Library