

BOARD OF DIRECTORS MEETING MINUTES



JR PANTHERS

Date: Thursday, July 7, 2022

Time: 6:30 PM

Location: Round Table Pizza, 9055 Woodcreek Oaks Blvd. #190, Roseville, CA 96747

BOARD MEMBERS

NAME	TITLE	PRESENT
Ricky Arbolante	President	X
Stephanie Whittington	Vice President of Cheer	X
Troy Tickle	Vice President of Football	X
Ashley Fejeran	Secretary	X
Ali Browning	Treasurer	X
Lynnette Eskaridge	Registrar	X
Adam Roth	Game Day Coordinator	
Lindsay Braiser	Snack Bar Coordinator	X
Gwen Ramirez	Snack Bar Assistant	X
Tiffany McLean	Boosters & Merchandise Coordinator	X
Kim Cleveland	Boosters Assistant	X
Michelle Kacalek	Sponsorship & Fundraising Coordinator	
Greg Powell	Equipment & Medical Coordinator	X
Kim Pettigrew	Volunteer Coordinator	X
Vanessa Dela Cruz	Marketing & Media Coordinator	X
Diana Bahlman	Team Mom Coordinator	X
Jason Tenner	High School Football Liaison	
Marco Hanan	High School Football Liaison	X
Lisa Fisher	High School Cheer Liaison	X
Steve Merchant	At Large Board Member	X

I. CALL TO ORDER

- a. A regular meeting of the Board of Directors of the West Park Jr. Panthers was duly called on Thursday, July 7, 2022, at 6:34 PM. Ricky Arbolante, President, called the meeting to order. A quorum was declared present based on the presence of the individuals listed above.

i. GUESTS

1. Chenelle Hernandez has a mascot joining our program this year. She inquired if she needed to attend equipment checkout for her mascot. Stephanie provided information on how ordering cheer uniforms works and answered her questions. Vanessa provided Chanelle with the program's social media accounts as well.

II. OLD BUSINESS

- a. The board voted to approve the photography plan that was presented to the board at our March meeting by Kevin Slavik, Kelly Joy, and Steve Merchant. We will be scheduling individual and team photos the week of 10/04/22-10/06/22. Additional information will be provided to each team. The board also approved to cover the expense of the website that will be utilized.

- b. The board voted to change the required volunteer hours to 4 hours for mascots and 10 hours per athlete with a maximum of 20 hours per family.

III. NEW BUSINESS

- a. The August meeting was moved to Monday, August 8, 2022, to avoid any conflict with Monday practices.
- b. The board decided to keep camp registration open through Monday 7/11/22.

IV. REPORTS

- a. Ricky Arbolante:
 - i. Ricky has renewed our insurance for this year and provided it to the school district to complete our field rentals for game days.
 - ii. Ricky will secure our rentals for practice fields.
 - iii. Ricky has updated the calendar on the website and will make a couple minor updates.
 - iv. Oakmont will be providing us with the book schedule soon to schedule certification with another program.
 - v. SYF has a “pre book check” on 7/28/22. Lynnette was informed of this. Also, players cannot be weighed prior to 7/28/22 per SYF. Ricky will follow up with SYF to see if this is mandatory and what it entails.
 - vi. Ricky stressed the importance of providing a high level of communication to our families, especially as the season is gearing up to start.
- b. Stephanie Whittington:
 - i. 7/15/22 is the final day to make accessory payments to Varsity.
 - ii. The first two weeks practice will be used to assess movement between teams.
 - iii. Cheer will be able to practice in the gym 1 hours per day during camp.
 - iv. Team meetings will be held the week of camp. There will be one meeting for mascot families and all other age levels will be held during a second meeting. More information will be emailed to families as soon as possible via email from Stephanie.
 - v. Mascot practice will be Tuesday and Thursday from 6:00-7:30 pm.
 - vi. More cheer assistant coaches are needed. Stephanie will be opening the application process again.
 - vii. There is a reported issue with some cheer families not receiving Stephanie’s emails. This will be investigated. Families are encouraged to add the cheer VP email address to their contacts list to avoid the email going to their SPAM/Junk folders.
- c. Troy Tickle:
 - i. Some of the equipment that was ordered in April is scheduled to arrive this week.
 - 1. We currently have 8 more players than helmets but there are 23 on order with an estimated arrival date of 7/29/22. A strategy was discussed on how to move forward if delayed.
 - ii. An additional equipment pickup date will be held after the BBQ on 7/15/22 for the athletes that are not able to attend the dates already scheduled. A reminder will be posted on social media of the items required for equipment pickup.
 - iii. Troy requested that we advertise and encourage families to sign up to be our videographer.
 - iv. Game uniforms will be handed out before jamboree. However, practice jerseys will be worn during jamboree.
 - v. All players must have all documents turned in before 7/18 to attend practice. Players who have not turned in all documents will not be permitted to participate per SYF rules.

- vi. We have some integrated pants that will be available for sale the first day of camp on a first come, first serve basis for \$35 per pair.
 - d. Lynnette Eskaridge:
 - i. Has extended camp registration through Monday, 7/11/22.
 - ii. Requested a reminder be made during parent meetings that without the physical forms, players will not be able to play or practice during the regular season.
 - e. Lindsay Braiser:
 - i. Is working to simplify the menu to improve efficiency. Lindsay will provide updated menus and pricing to Tiffany to have signage updated.
 - ii. Lindsay will price out a large hot water/coffee dispenser and a Sam's Club or Costco membership then bring it to the board for a vote to approve.
 - iii. Lindsay proposed selling water, sports drinks, and snacks 1-2 days a week during practice.
 - iv. It was also proposed that we sell pizza at the end of practice 1 day a week or every couple weeks as a fundraiser.
 - f. Tiffany McLean:
 - i. Spirit packs will be ready tomorrow for pickup except for cheer backpacks which will be distributed at the end of camp.
 - ii. Tiffany is uncertain that we will have boosters' merchandise by practice, but we will have it by our first game.
 - iii. BBQ fundraiser updates:
 - 1. Tickets will be sold until the morning of the BBQ.
 - 2. The menu includes a choice of hot dogs, chicken or tri tip with Caesar salad, corn on the cob, chips, and a drink.
 - 3. Urban Sips will be at the fundraiser and will donate a portion of their proceeds back to the programs.
 - 4. A funnel cake vendor will also be set up. The program will cover the cost of materials and 100% of the proceeds will go back to the program.
 - iv. Jr Panther night at West Park High School is 8/19/22.
 - v. Additional information regarding themed games will be available as the dates near. Our themed games are:
 - 1. 9/17/22- Teacher Appreciation
 - 2. 10/1/22- Pink Game
 - 3. 10/15/22 Panther Pride/8th grader recognition
 - g. Vanessa Dela Cruz:
 - i. Vanessa stated some people are attempting to join the new communications page but are not answering the security questions. She requested that the new communications page be advertised, and parents reminded to answer the security questions to join.
 - h. There were no additional updates from board members present.
- V. NEXT MEETING**
- a. The next monthly board meeting will be held on Monday, August 8, 2022, at 6:30 PM at Round Table Pizza.

There being no further business, the meeting was duly adjourned at 8:44 PM.

PREPARED BY: Ashley Fejeran, Secretary
 APPROVED BY: Ricky Arbolante, President