



Red Wolves Jr Football Association

Meeting Minutes

3/25/18 @ 9:00am Duvall Fire Station

Present: Erica Ojeda, Ann Weber-Riley, Jack Madigan, Rachael Lingerfelt, Nicole Dice. Adolfo Ojeda and Andy Burns both arrived at 9:06am.

Next meeting: 4/2/18 6pm Fire Station. 7pm to the storage locker if needed.

I. Call Meeting to order

The meeting was called to order 9:00 at am by Erica Ojeda. Jack motioned to approve 3-11-18 meeting minutes, Ann Weber-Riley second the motion. All present members approved 3-11-18 meeting minutes.

Proposed meeting norms:

- We will hold to our charter.
- We will stick to our agenda. Any items not on the agenda will be addressed in remaining time if there is any. If we need to go over our scheduled time, members will agree to stay. If members are unable to stay we will table item(s) till later meeting, or correspond in email if it is a pertinent item.
- We will build into the agenda a time buffer at the end of meetings to address additional items not on the agenda.
- We will listen and speak with positive intent.
- We will build in time for “Roses and Thorns” as a way to acknowledge positives and “air out” grievances.

II. Accountability Reports

- a. I have not yet received responsibility/duties for the President, Vice President, Directors of Football A and B Chair, Director of Equipment, Website/Communication director. – These were originally due 2/25/18. Please have them in by April 2nd 2018.
- b. Erica:
 - i. PTSA resource fair – Erica reached out to the Riverview PTSA council and they will keep us in mind for future events.
 - ii. SNVLL- May 12th 9am to 1pm
Rachael has a throw the football through the hole game. Andy has Seahawk tent. Rachael has raffle ideas. Possible looking into giving away or raffling old spirit wear to give to kids. We will not sell spirit wear. We will sign up people for the program at the event and possible give an incentive

for new players or referrals. Erica will put a rough draft of event by 4/22 with assigned responsibilities and volunteer hours. A finalized draft will be put together at the 5/6 meeting. Erica will follow up with HS Coach Ojeda for the HS Football players volunteering for the event. Rachael will reach out to HS cheer to volunteers.

- iii. ELL outreach- Erica spoke to Kaeleigh Wilson at Carnation and Tolt. We just missed an event at Carnation Elementary and she will keep us in mind for future events. Also think about advertising at parent ELL classes at high school. Once we know about flyers and constant contact we will get that information over to the parent ELL classes held at CHS.
- c. Casey – Skipped these items. Casey could you please update the group through email on the progress of these action items.
 - i. Flyers
 - ii. Constant contact for schools
 - iii. Parent night
 - iv. Meeting with the city on field use
- d. Jack
 - i. Tolt Visit: Jack will talk with Principal Amie K. on Tuesday 3/27 to schedule event.
 - ii. ELL outreach: Jack will meet with Ben. H. from the school district and will brainstorm ideas this week.
 - iii. Coaching candidates
 - 1. Finalized the 3 candidates – Fila, Marsh, Savage. Possible 4th coach, Kleppen, to join Marsh. Adolfo is going to share contact information between Marsh and Kleppen to put them in touch with each other.
 - 2. On April 14th there is a UW coach's clinic. Please share RWJFA coach's info with CHS coach so he can invite them.
 - 3. Rookies coach. We don't have one yet but will look at the rosters once sign ups take place.
 - iv. Coaches meeting to solicit feedback for manuals – This is a work in progress. Coaches were just finalized and there are upcoming meetings. Will continue to work on this and collaborate with coaches on this.
 - v. GEJFA possible meeting this week. Adolfo spoke to Chris K, the HS Athletic trainer, about filling the need our program has this year of having an on-site trained medical professional.
- e. Ann/Rachael
 - i. Website Update – Registration information is on the website. The whole backend of the registration is created and ready to go. Clarification on what concussion info/link needs to be included. It was agreed to do the same concussion policy as CHS select basketball. Racheal is motioning for a \$500.00 budget to rebuild our current website through SI play. Nicole seconds the motion. All members present approved the motion. Ann added pictures, our new mission, and documents. Policies, refund, and scholarship information have been updated. Rachael will send out test account for board members to try with fake information. Rachael mentioned having the cost of splitting up payments passed on to families. Rachael will do some analysis and see how much this cost the program last year and what that would mean for families this year.

- ii. Social Media Update- When Dan created the Facebook back he only added Casey as an Admin. We need the password in order to add current board members and to create and link an Instagram account. Casey/Adolfo/Ann will get in touch with Dan to get this password and reset it. Rachael mentioned opening up a help ticket with Facebook if we couldn't get the password resolved with Dan.
- f. Andy
 - i. Sandwich boards advertisements are going up today.
 - ii. Andy has not been back down to the storage locker. Andy will go down this week.
- g. Tony - Absent
 - i. Kappie Ayers and Select Manual – Ann will follow up with Tony and Kappie if needed.
- h. Sue Davenport documents – Racheal will follow up with Sue.

III. Treasurer's Report

We have no storage at the Big Rock field for equipment. We might want to consider adding in a line item for a storage shed. Jack did some initial research and found Tuff Shed for approximately \$2000-\$6000. Andy mentioned another solution is to rent a storage container for \$85.00 a month.

IV. Registrar's Report

Registration is ready to go. Rachael will send out the test sign up similar to last year.

V. Website and Communications Report (5 min)

- a. Ann would like to be included on registration and website stuff. Will work with Rachael and Adolfo to approve concussion link/box to check.

VI. Football Ops Report

Jack and Casey met with the city about field use. The city has a 3 year contract with soccer that allows them to submit their request for field use before other programs. This is still a work in progress. Jack is still looking at the high school and city to find space and time. Jack asked if we could put a shed at the Big Rock field. They were open to it but it would be a gift to the city. Next steps will be the city will contact Casey and set up next meeting.

Look at lightening policy and how that applies at the Big Rock Filed. – Jack will follow up Jason F. about the policy and we will look at our policy and what teams/coaches/players are expected to do at the Big Rock Field.

VII. Direct of Equipment Report

Show up Tuesday 3/27 if you can to help sort out the storage locker. Rachael has inventory spreadsheet and will forward on to Andy.

VIII. Cheer Report

Directors have selected 7 coaches and have high school girls volunteering. April 3rd is their first coaches meeting. There are coaches at every level. Cheer has confirmed with Cherry Valley to rent space. Cheer has proposed a fundraiser through July. Coach's kits have been confirmed.

Racheal motioned for \$75.00 for Duvall Days space on June 2nd. Jack seconded the motion. All members approved.

August 13th is the cheer first practice date.

IX. VP Report

No items.

X. President's Report

XI. Secretary's Report (2 min)

- a. Recap of assigned actions items:
 - i. Casey to Pick up fire department key on 4/2
 - ii. Ann to fill in as secretary for next meeting on 4/2

XII. Future Planning

- a. Casey will meet with Tony and Casey to add her to the bank on Tuesday 3/27 at 4:30..
- b. Mark your calendar for Tuesday March 27th storage locker inventory from 5-8pm.
 - i. Ann, Jack, Ann, Racheal, have confirmed they are able to attend.
- c. Agenda Items for the 4/2 Meeting are due to Ann by Wednesday March 28th.
- d. Next meeting is Monday 4/2 at 6:00pm Fire Station till 7pm. Then off to the storage locker from 7-8pm if needed.
- e. Mark your calendar for 4/22 at 9am at the Fire Station for upcoming board meeting.
- f. Mark your calendar for 5/12 the booth at the SNVLL jamboree.
- g. Keep in mind to plan for Football Jamboree.

XIII. Meeting adjourned (10:37 am)