

CATHEDRAL TOUCHDOWN CLUB

August 27, 2012

Board Meeting

Knights of Columbus



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Minutes

Cathedral Irish Touchdown Board		Minutes
6.19.2012	7:30 PM	Cathedral HS Cafeteria
Meeting called by	Mary Myers	
Type of meeting	Monthly Board Meeting	
Facilitator	Mary Myers	
Note taker	Sue Estep	
Timekeeper	Sue Estep	
Attendees	Rick Streiff, Bill Saum, Dave Yearwood, Joseph White, Kevin Rodgers, John Lenahan, Paul Sandor, Jill Paskoff, Maryann Jordan, Sue Estep, Mary Myers, and Jill White.	
777:10 to 7777:317MM	7777djnhskjnk	
7:31-7:32PM	Mary Myers	
Discussion	Approval of minutes from May, 2012 board meeting	
Conclusions	Jill White made motion to pass, Paul Sandor 2 nd motion. Minutes passed.	
7:32- 7:47	Bill Saum	
Discussion	Bingo Update: Still in need of many items donated for the Auction Volunteers needed for set up and tear down. Gym will be available Friday night at 10PM. Need signed players helmets for each class. Need coach for a day package Need sideline passes and 50 yard line seats Contact Man Cave about memorabilia items for silent auction Purdue, Notre Dame, IU, Clots, Pacers ticket/hotel packages Flooring cost at \$4500.00 to rent (needed to cover gym flooring) Only 10% of the team members have turned in their donations and tickets sales this week.	
Conclusions	Reminder e-mail needs to be sent to all team members by Jill White for donations	
Action Items	Committee meeting Saturday June 23rd.	
[Agenda Topic]		
7:48-8:00	Paul Sandor	
Discussion	Corporate Sponsorship: Send out complete list of sponsors to Board Members And links for all sponsors on Website Get Tom Wood Ford "Big Hit of the Week" 20K sponsorship	
Conclusions	Committee needs to continue to contact list and solicit donations Need all sponsorship in by July 30 th to make bingo program	
8:01-8:15	Dave Yearwood	
Discussion	Alumni Relations: Saturday June 23 rd is the 1992 Class Reunion. Update Alumni letters- reach out about Bingo Night. Ring Update – need marketing ideas	
8:16-8:20	Mark Hicks	
Discussion	Power Point available on website of NCAA/recruiting parent meeting	

Minutes

8:21-8:30	Marianne Jordan
Discussion	Adding Twitter and Live feeds Still working on the Family Directory Added game schedule and awards starting from 1989-2011 Need to add slide show of all Bingo Items
8:31-8:36	Kevin Rodgers
Discussion	Treasurer Report-See attached report
8:37-8:42	Jill White
Discussion	Team Mom's report: Senior signs need to be completed in mid July- date TBD
	Bradford Woods date has some conflicts and attendance may be down this year
	Need to get donation request forms for team meals out. Meeting with George's next week to schedule after game meals Need to get schedule of volunteers set for all CYO games Pete Davis can do the Senior Sweatshirts design still pending Mom's would like to do watermelon, popsicles, or smoothies after practices
8:43-8:45	Mary Myers
Old Business	Advancement has put a hold on the locker room project until spring 2013 1000 feet were added to the design and the budget has been increased Film tower drawing being designed to match the tower at Westfield HS. Waiting for price and options for in-kind donations We need to keep working on selling locker room plaques \$100 each Coaching staff budget at \$19,000.00 Freshman Staff is finalized
8:45-8:47	Kevin Rodgers/ Paul Sandor
New Business	Tailgate planning is underway Cathedral High School prohibits alcohol at all tailgates
8:48	Meeting Adjourned

Board Members/Chairperson Report

Director of Development – Bill Saum –(5 min)

- **Bingo Success!**

Director of Corporate Sponsorship – Paul Sandor – (15 min)

- Final list of Corporate Sponsors
- Total Money Collected
- Ideas to Reach Family Sponsors for next year
- Radio Spot for Tom Wood
- Senior/Sponsor Poster

Director of Alumni Relations – Dave Yearwood – (10 min)

- Alumni Ring – Post onto Website
- Update on Letters to reach out to Alumni – How can the Board help

Website Administrator – Marianne Jordan (5 min)

- Training continues
- Football Family Directory Update
- New layout , added scrolling sponsors and can add other pics
- Alumni Ring info added
- Need info from Coach – awards from past years
- Finish up Team Meals

Team Mom Report – Jill White – (10 min)

- Team Meals
- Senior Meals
- Visiting Team Meals
- After Parties
- CYO Gate
- JV & Freshman Updates
- Scrapbook
- Senior Sweatshirts
- Affirmation Books
- Senior Mom Get Together/Dinner

Old Business

(15 minutes for Old Business)

Meeting with Advancement- Mary Myers

- Building
- Financial Need
- 5K Run

Tailgate – Kevin Rogers, Rick Stanley & Paul Sandor

New Business

(5 Minutes for New Business)

Open

Calendar of Events

Important Dates

August 31- CHS vs St Xavier

September 6 - Spirit Wear Orders Due/Pick Up

September 7 – CHS vs Chatard

September 14 – Homecoming
CHS vs Ft. Wayne Dwenger

September 21 – CHS vs. Trinity High School
Lucas Oil

September 28 – CHS vs. Sacred Heart Griffin

October 6 – Last Day for Spirit Wear Orders for
the Season

Film Night - Every Tuesday Night During
Season

BUDGET

2012 Projected Expenses	Monies Spent
After Parties	\$16,900.00
Alumni Expenses	\$ 600.00
Bradford Woods	\$ 2,000.00
Coaches Gifts	\$ 1,200.00
Fan Expense (Bus & Food)	\$ 200.00
Freshman Banquet	\$ 800.00
Gifts for Volunteers and Staff	\$ 255.85
Locker Door Decorations	\$ 800.00
Office Expenses	\$ 500.00
Photo Scrapbooks	\$ 2,900.00
Service Work	\$ 100.00
Players Buses	\$ 1,500.00
Senior Gifts	\$ 800.00
Senior Blankets	\$ 700.00
Senior Meals *	\$ 5,600.00
Senior Mom Bracelets ???	\$ 187.41
Senior Posters (senior night)	\$ 10.00
Signs on the Hill	\$ 190.00
Sponsorship	\$ 3,220.21
Team Meals – Varsity *	\$ 16,240.00
Junior Meals *	\$ 2,400.00
Freshman Meals *	\$ 2,700.00
Visiting Teams *	\$ 5,600.00
Year End Banquet	\$ 1,000.00
Website	\$ 200.00
Total	\$66,573.47

* Meal Breakdown Attached

BUDGET (cont.)

2012 Projected Income	Received Funds
Balance forward	\$ 7,481.15
Touchdown Fees	\$15,000.00
Parent TD Club Sponsors	\$ 9,600.00 *
CVO Gate	\$ 5,000.00
JV & Freshman Gate	\$ 2,200.00
Corporate Sponsorship	\$ 7,000.00 *
Spirit Wear	\$ 800.00
	Will receive at the end of season
TOTAL	\$47,081.15

* Based off of last years numbers – figures are lower

Expenses	Projected Income	Received Funds
With After Parties		
\$66,573.47	\$47,081.15	
		\$19,492.32

Varsity

Pre-game Meals

Estimated 140 players, coaches, trainers and other support staff.
9 regular season games at \$8.00 per person = \$10,080.00

Estimated 110 players, coaches, trainers and other support staff.
7 Tournament games at \$8.00 per person = \$6,160 (75 player dress limit)

After game Parties

Feed players and cheerleaders @ Georges after in town games.
13 games at \$1300.00. (State game Jim George pays for) = \$16,900.00

Senior Meals

Senior meals = \$5600.00. Based off last years totals, we would have 35 players and trainers for 16 Senior Dinners at \$9.00 a person = \$5,040. \$560 will be left to pay for the tables cloths, sterno heat, silverware, etc. needed each week.

Junior Varsity

Pre-game Meals

Estimated 80 players, coaches, trainers and other support staff.
5 games @ \$6.00 per person = \$2,400.00

Freshman Varsity

Pre-game Meals

Estimated 90 players, coaches, trainers and other support staff.
5 games @ \$6.00 per person = \$2,700.00

Visiting Teams

Estimated 140 players, coaches, trainers and other support staff.
4 games @ \$6.00 per person per game = \$3,360.00 – Budget is higher \$5,600 to cover possible JV or Freshman games.

Minutes

August 28, 2012 Touchdown Club			
8.28.2012		9:05 PM	Knights of Columbus
Meeting called by	Mary Myers		
Type of meeting	Touchdown Club Board Meeting		
Facilitator	Mary Myers		
Note taker	Sue Estep		
Timekeeper	Sue Estep		
Attendees	Mary Myers, Sue Estep, Jill White, Kevin Rodgers, Dave Yearwood, Marianne Jordan, Paul Sandor, Bill Saum, Rick Stanley, Rick Streiff, Tom Riddle, John Lenahan		
Call to Order, Roll Call, Approval of Minutes			
9:05-9:07	Mary Myers		
Discussion			
Approval of minutes from the Meeting on June 19, 2012.			
Conclusions			
Jill White made motion to approve and Dave Yearwood second motion. All members approved minutes.			
Action Items		Person Responsible	Deadline
Post minutes on line at the Cathedral Irish Football website		Marianne Jordan	9/02/12
Cathedral Football Needs			
9:07-9:15	Coach Streiff		
Discussion			
Coach asked how the new late start schedule was working for students and parents. Mixed responses: Players/students prefer later start and seem more alert. Traffic is a problem for travel to school in the morning. Discussed Senior Night plans during the Moeller Game. Pre-game and ½ time activities are still in the planning stages.			
Conclusions			
Details of Senior Night need to be finalized.			
Action Items		Person Responsible	Deadline
Get information needed from school administrators to finalize plans.		Coach Streiff	09/16/12
Chairperson's Report			
9:15-10:01	Bill Saum, Dave Yearwood, Marianne Jordan, Jill White		
Discussion			
Bingo Re-Cap	Gross revenue=\$54,000, Expenses=\$12,000, Profit=\$43,000. Great feedback about venue- lots of room nice tieback to Cathedral High School for alumni. Chair meetings are planned for best practices in September. Nolan Bernard will chair Bingo next year. Cathedral Gym is available August 3 rd , 2013- but board feels we should ask for a later day, possibly the 16 th or 17 th of August. The 3 rd is too close to moratorium week.		
Corporate Sponsorship	Made \$39,500. Missed goal by under \$1000. Can still add to corporate sponsors and parent/Alumni donations. Tom Wood made generous donation of \$20,000. The feature car last week got a scratch on it in the parking lot at Warren. Need to get the team posters printed with sponsor logos on them.		

Minutes

Alumni Relations	Changing Alumni ring design with Alumni Mike Hawk from J. Lewis. Want to create a more appropriate design for adult alumni. Need to pull ring information from website until final design approved. J Lewis will handle all sales and marketing to the Cathedral Alumni and then send touchdown club a rebate check. Need to start work on the Irish Men's Club. Need to design a shirt and hat to sell at tailgates. The 1992 State Champion team will be recognized at the homecoming game September 14 th . Work to have club details by that game. Committee is working to identify class agents for each graduating class, to help contact former students.
Website	Continuing training and created new layout. Added scrolling sponsors and asked if we should pay to add a continuous looping function to the site for advertisers. Mary Myers felt it was a minimal cost and something we should look into further. The family directory is currently on hold, very time consuming and there is not a template already available on the site to populate. On hold until other priorities are completed. Will continue to add awards and stats from previous years and update stats each week for current games. Ben Davis is already posted, and plans are to add all stats the week following the games. All board meeting information, budgets, and minutes will be posted to the site as well. All on line sales have been reconciled and given to our treasurer. Marianne will remove alumni ring information until further notice.
Team Mom's Report	Team meals are currently well under budget. Senior meals are well under budget, parents are now bringing the main dish. We need to add more meat to the menu each week we are running short. Senior sweatshirts were designed and ordered. Each sweatshirt is \$52.00 each. Discussion for sweatshirt funding ended with a motion to change the budget for player's meals from \$8 per player to \$5 per player since the parents are bringing main dish contributions and several items were donated. Jill made the motion at 9:55 PM Mary Myers second the motion and the motion passed with no objections. After game parties at George's are going well, we need coach to make sure all team members are invited and feel welcome. Jill will let George's know that they ran out of pizza last week and that only Cheerleaders and Football players are to eat from the buffet. CYO gate is filled with volunteers and the JV/ freshmen gate is over their projected revenue season to date. The scrapbooks and Affirmation books are not underway yet and Jill would like an example and template to start from last year's books. Coach Streiff was asked to set aside time after practice on October 4 th and 11 th to have under classmen write comments to the seniors for their Affirmation books. It was also suggested that we look at a virtual on-line or DVD version. The senior signs on the hill were donated by the Snyders- a motion was passed by Mary Myers to move that portion of the budget to locker room decorations. Motion was second by Jill White, motion passed at 10:00 PM with no objection.
Treasure's Report	
10:01-10:15	Kevin Rodgers
See Attached Budget and Revisions	
Old Business	
10:20-10:30	Mary Myers
Meeting with Advancement	Locker room building planned for spring 2013. All areas of the structure are planned for naming rights. Plan allows enough funding for the proposed changes to the plans. Advancement would like help from the touchdown club in raising funds. Discussion about adding the 5K run to 2013 schedule, will be re-visited in a future meeting.
Meeting Adjourned	10:30