



Campolindo High School Athletic Boosters

BOARD MEETING AGENDA

April 11, 2024 – 6:00pm to 8:00pm

Location: 815 Augusta Drive, Moraga

Members Present: Bob Sofman, Joe Dougherty, Ted Ting, Jen Wen, Karen Rolfes, Dave Walls, Erin Volkmer, Monique McCool, Liz Ludwig, Hubert Ma (guest)

Call to Order: 6:20 pm, Introductions

Approve 3-4-24 minutes

Bob

BS motion to approve, **DW** second – All approved

Funding Decisions - Update

Bob

- Contract for the Stadium Scoreboard refurbishing effort has been signed, a deposit has been paid and the work will commence May 20th (to be completed by June 10th.) Contributions from five teams using the Stadium have been confirmed.
- The Tennis Court vacuum drier has been purchased and delivered
- Tennis Windscreen ordered and being printed, to go up this school year
- The additional livestream camera has been purchased and the original camera has been repaired
- All eight First Aid Stations have been installed around Campus, including first aid booklets and NARCAN.
 - No plan to lock the (3) indoor kits. Outdoor kits will be locked (digital lock) with code given to coaches, Sports Med staff, and administration (**ACTION:** Bob will confirm)
 - **ACTION:** Bob, Karen, Liz, Ray will put Communication plan together for First Aid Kits (Coaches, Team Parents, General Communication)
- Volleyball equipment is in process (Ray is waiting for feedback)
- Sound system in the gym is being planned (shut down ~May 20th)
- LaCrosse team will provide space for Flag Football team in the fall

Possible Move from Sports Engine to new platform

Bob

- Bob will be participating in conversations with two vendors offering services similar to SportsEngine to determine if there are more attractive CMS/hosting athletic website alternatives. Team discussed possibilities of enhanced platform including:
 - Master sport schedule (**ACTION:** Bob will ask Ray if it would be possible to get student intern to assist maintaining the sports calendar online)
 - Built in NFHS
 - Vendor assistance with Sponsor ads

Upcoming NLI & Incoming Freshman events

Bob

- NLI - May 1st - 12:50-1:20 in the quad (NFHS?)
- Incoming freshman athletics evening- May 6th, 6-7PM in the quad
 - CAB will have a booth (Bob, Dave, Liz, Jen, Monique, Karen all volunteered)
 - Liz stated that we should remind Team Parents that all teams need to have representation at the event
 - Bob will pull gear out of storage to use as give aways during the event

CAB By-Laws Update

Ted

TT: reviewed changes to the By-Laws he made after receiving some recommendations from a lawyer who specializes in non-profits. The new changes are in addition to the changes the team discussed last meeting about Officers and terms for Board Members.

ACTION: Ted will distribute final approved version to team

Team also reviewed a draft of a new Policy covering financial procedures. He will present this document for review/approval at next meeting.

Financial Update

Jen

JW: reviewed current financials with the team

- **ACTION:** the team agreed that going forward, the Financial Update should be on the monthly agenda (first thing)
- The 2022-23 CAB Tax Return has been prepared and submitted
- Registered Charity information form has been filed
- Discussed one time lump sum from T&F dissolved non-profit. It is a bit misleading b/c it makes our revenue look bigger than it really was. It's likely these funds will go towards Track upgrades next year.
- Liz brought up question about whether the group wants to take on a big fundraiser next year (Crab Feed) in the case the work is not worth the small amount of money raised **ACTION:** to be on the agenda next meeting

Culture Discussion

All

Sportsmanship Signage

- Bob presented an example from Ray. Positive feedback from the group and consensus was to pursue this. **ACTION:** Bob will send a mtg invite to discuss further

Welcome Ritual

- The group did like the idea of an Emcee welcome to the opposing team (already being done by many teams) and giving out snack bags at the end of the game. However the board does not wish to create any specific Welcome Rituals at this time.

Code(s) of Conduct

- Team agreed that a signed Code of Conduct for Parents would be appropriate
- Could also include a policy for Parents/Fans on the website

Parent Feedback & Administration Representation at CAB mtgs

All

The group circled back on a couple of items that need attention:

- Parent Survey/Feedback
 - Bob restated his conversation with the school administration.
 - Several board members feel strongly that part of the Boosters role is to assist parents in getting their concerns heard. **ACTION:** Bob will revisit with Ray/Pete
 - The group would also like to see a copy of the Athlete survey results if possible **ACTION:** Bob will ask Ray/Pete about this
- Administration Representation at CAB meetings
 - Dave suggested an Ombudsman role, who would assist the Administration with concerns/complaints. The Boosters could potentially help fund/support this role without getting involved directly, which could satisfy both parties.
 - **ACTION:** Bob will ask Ray/Pete if it would be possible to have an representative attend Board Meetings to ensure Campo Admin coverage..

Adjourn: 8:27 pm