**Knights Baseball Club Board Meeting – January 22, 2023**

**Elkins Baseball Club, Inc. dba Knights Baseball Club**

Meeting Called to Order by: Jerri Brandon @ 6:14 P.M.

Attendees: Jerri Brandon, Stacey Williams-Carroll, Cynthia Lauer, John Hale, Renee Hale, Howard Bartee, Jr., Frances Huynh- Escobedo, Ryan Boland, Dimple Patel, Hillary Hunter, Kim Brown

**Topics for Discussion**

**KBC Action Items by Member**

**Jerri**

* Update sponsorship levels set soft date for Feb. 10 and hard date of March 1
* HAT player packets **- PRINTED**
* Confirm removal of John Hale from bank account **- CONFIRMED**
* Concession stand volunteer sign up form/binder **– PRINTED and given to Frances**
* Player punch cards **– COMPLETED** $25 each. Renee will add to store
* Get banner made for previously-bought bricks since they are coming out

**Stacey**

* Board member background check (follow up with Pam) **– PENDING RESPONSE**
* Field flags **- ORDERING BY 1/22 $100 each**
* Military appreciation night hats; vendor found approx. $20-$22 per hat. Coach Schmidt will provide total needed; **have links for hats just need to order closer to date**

**Ryan**

* Give access to site to Jerri, Stacey & Aracelly **- COMPLETED** (need Aracelly’s info: last name and email address)
* Add calendar to website Will add this week
* Add new sponsorship levels **- COMPLETED**
* Add ‘Save The Date’ for HAT to website & Flyer **COMPLETED**
* Create google form for players to submit bio’s and walkup song add military person and background check email
* Add criminal history link to website and concession stand sign-up; approvals need to be emailed to KBC

**John**

* Drafting parent communication for parent meeting regarding KBC dues and player fees; to include drink donation signup genius link (Stacey or Frances); Francs sent SUG
* Update by-laws due Feb 1st (only for review); Add operating documents that can be updated yearly. Consider removing FBISD employees for future boards; approve at later date.
* HTeaO – unclear as to who is following up with John Connely on sponsoring water for this season. John Connely no longer there. Will get new person’s name Tuesday. Possibly John since he’s had prior contact/conversations
* Status on WhatsApp for parents Coach using SportsYou
* Sponsorship banner signs.com
* Email out communication for spring spirit nights - **BRANDANIS FEB 1ST and March 8 11AM-9PM; CHIPOTLE APRIL 26TH 4PM-8PM**
* **Check with Mama’s and Double Dave’s**

**Howard**

* **HAT**
	+ HteaO check to see if water can be donated John will ask Tuesday
	+ Create google form on website for players to submit bio’s and walkup song (Ryan)
	+ Review walkup song submissions (Jerri & Stacey) Ryan will send to KBC email
	+ Ask Mr. Brown to announce at Parent Meeting
	+ Create Flyer **– COMPLETED add KBC website link on email copy**
	+ Invitation to other school organizations, other sports leagues/team and feeder schools **- COMPLETED**
	+ Confirm Chick-Fil-A order and coordinate the pickup & delivery (who’s helping?) – **Rene confirmed; Howard picking up day of event Hillary picking up 8:45 A.M.- 100 sandwiches $242**
	+ Sponsorship level update (Howard) **– COMPLETED and posted**
	+ Photographer: Cynthia to ask Ally to take pics of players; Jerri to ask Monica to take action shots of players and event **– Cynthia confirmed Ally is available**
	+ Spirt wear items (Hilary, Kim, Jerri & Stacey) **– Sorted; still waiting on hats and cost/item for sales leftovers to be sold (for donations)**
	+ Tent, chairs and tables (Aracelly will provide 1 tent, 6-8 chairs & 2-3 folding tables) **– COMPLETED**
	+ HAT hit coordinator Howard
	+ Spirit wear sales Hillary and Kim
	+ HAT concession workers Frances and others via SUG (also check with teens for YES hours)
	+ HAT committee??

**Renee**

* Set up KBC store (KBC dues, player fees, sponsorship, HAT payments etc) **- COMPLETED**
* Update tablets **– COMPLETED**
* Provide cash for HAT Will be out of town; give to Aracelly; HAT envelopes can stay sealed. If loose cash given, record who gives it and amount.
* Plan for cash handling and deposit after HAT Renee will be back Sunday
* Arrange extra tablet for parent meeting and provide cash Hillary get Zettle from safe after battery replaced (John); write down sales for anything not done through KBC store for records. Player Punch cards on a separate sheet. Available for HOT and scrimmages Feb. 4, 7, 13. Expire at end of season and no refunds.

**Frances**

* Revised price list for concession stand; also need to provide to Renee to update tablets **- COMPLETED**
* HAT and concession sales approval from district **– COMPLETED**
* Email signup genius link for drink donations get concessions email address to Frances
* Plan to collect donated drink items from parent meeting bring wagon and truck to collect with player help; replace the safe battery. Bug spray around the concession stand

**Dimple**

* Spring spirit nights **– BRANDANIS FEB 1ST 11AM-9PM; CHIPOTLE APRIL 26TH 4PM-8PM**
* Possibly help with HAT? **– WILL HELP WITH SPONSORSHIP BANNERS Stacey can help. Use in-person sign company or signs.com**

**Hilary/Kim**

* Update on spirit wear sales
* Send out another reminder about Squad Locker (add link to site) ~~or just use the Knights BSN store~~
* ~~Confirm if BSN store can be reopened for HAT or not~~
* Look into fan shirts (Hillary)
* Look at ideas/ plan ahead for possible playoff shirt designs

Other

Parent Meeting Tuesday: 5:30. Arrive 4:30/ 4:45 Bus Ramp entrance. Possibly set up spirit wear on stage.

Next Meeting: Sunday, March 12, 2023

Adjourn: 7:44 P.M. by Jerri Brandon



