

NC Eagles Booster Club

Executive Board Meeting Minutes: December 3, 2024

7:30pm, via Zoom

Board Members:

Present: Yolanda Polk (President), Undraya Norwood (Vice President), Courtney Holmes (Treasurer), Kimberly Keys (Treasurer), Meisha Whitt (Director of Membership), Emmett Osburn (Chief Technology Officer) Leya Williams (Band Liaison) and Eboni Murphy (Secretary)

Proceedings:

- *Meeting called to order at 7:38 pm by Yolanda*
- *Approval of prior board meeting minutes (both 11/6/24 meetings and 11/22/24)*

President's report

- T-shirt Design (working with Fiverr to find the right person for design)
- Meeting Mr. Daise (Band Director)
 - Identified band liaison Leya Willis and Kayla Reese
 - Provide a fundraiser opportunity with J. Blake's Italian Ice
 - Winter Concert (concession area)
 - Need to find out what assistance is needed from the Booster Club
- Scholarship
 - 1 student has applied
- Fundraiser
 - Blankets
 - Receive \$10 per blanket; check is cut every 25 blankets sold

Treasurer's report

- Available funds \$2337 (as of 12/3/24)
- Fundraising opportunities (need to choose dates)
 - Chick-Fil-A
 - Tentative all funds go to the band
 - Chipotle (Old National location) –have to wait 6 months to have another fundraiser
 - Krispy Kreme (sell \$7 digital certificates purchase; 50% return profit)
 - Big Ticket Savings Card

Chief Technology Officer's report

- Meeting with Principal Howard after 11/6/24 meeting
 - GMAS testing 12/9-12/12
 - Would like support with snacks and water

- Assistance with letters to CCPS Board regarding new building
- Website is launch
 - Donation button is link to GoFund Me Page
 - Goal is \$2000
 - President and Treasurer's need to provide personal identifying information (pending)
 - Obtain event photos for website gallery (ongoing)
 - Need "About Us" page (pending)
 - Sign-up option is on the website
- Application 501©3
 - Information submitted 9/25/24
 - Waiting on IRS approval for 501(c)3 (pending)
 - Seek if IRS will back date the 501©3 application

New Business

- Band Liaison (majority voted)
 - Survey needs of the band with the students
 - Band provided fundraiser ideas
 - Popcorn, bake sale, kickback (more details needed)
- Create Instagram page (student engagement)

Old Business

- NCEBC to cover a day during teacher appreciation week (5/5-5/9)
- Scholarships (name voted: NCNEC Fall Scholarship 2024)
 - Awards \$500 will be airmark
 - Posting no later than 11/15/2024
 - Deadline 12/31/24
 - Submissions: support@thencebc.org
 - Award announced 01/07/2025
 - Scholarship Spring 2025
 - Larger amount to be distribute
- Event Committee leaders Miesha
 - Gala
 - Sent over several venues for voting
 - The Chateau, Forest Station, Jazzy J Events
 - Chateau \$1500 deposit; \$6000 package (all inclusive)
 - Jazzy J Events \$500 deposit; \$2500
 - Venue awaiting on deposit (event date is needed)
 - Seek sponsorships for Alumni Gala

- Need marketing strategy
 - Flyer is needed
- Ticket pricing (200 ppl)
 - \$50/individual, \$75/couple
 - May need to look at pre-sale, early bird tickets
 - EventBrite for ticket purchases

- 20% of Booster bank account funds need to be used by 12/31/24

ACTION ITEM

- Meisha and Eboni will seek GMAS donations through social media platforms
- Giant dry erase check (Yolanda)
- Consent form for photos (Kimberly)
- Budget meeting with President and Treasurers (pending)
- Executive officers meeting prior to general meeting (pending)
- Develop newsletter general members (pending)
- Executive officers will meet every 2 weeks
- Develop presentation visual for general meeting (pending)
- Promote Blanket fundraiser (ongoing)
- Revise donation letter- Emmett will send for review
- Schedule next Gala meeting (Miesha/Anitra)-pending

- Meeting adjourned at 8:59 pm
- Minutes submitted by Secretary, Eboni Murphy.

Executive Officers Booster meeting 12/17/24 @7:30 pm (virtual)

General Booster meeting 1/8/2025 @6:30 pm (virtual)