

Fencing Meeting Minutes 2023-09-28 [DRAFT]

Location: Cava, Haynes Bridge Road, Alpharetta

Time: 7:00pm

Attendance: Eddice Nguyen, Chhavi Chabra, Phoenix Hutto, Pierre Yu, Atlee Breland

Agenda:

- Minutes approval from 8/8 and 9/5 meetings.
- Board presidency
- Bank account authorized users
- Spirit wear update
- Tournament retro + improvements
- Tournament RSVPs
- President/sponsor attendance at practice
- Team policies email
- Board meeting scheduling, notice to club, openness

7:30pm: Meeting was called to order and a quorum was present.

Phoenix moved to approve the minutes, Pierre seconded. Minutes were unanimously approved and will be posted to the website by Dave.

Spirit Wear

- Spirit wear arrived Thursday 9/28 and Chhavi will distribute on Monday at practice.
- Phoenix will calculate costs and pay Catelynn Cai for use of her design.
- Phoenix will report on participation, costs, profit as part of next budget report.

Tournament Retro + Improvements

- Microphone/AV issues: need to test this in advance during setup
- SchoolDude reservation
 - will be reservation system for next year, must be done \geq 25 days in advance.
 - Reservation details are in AHS email for next year's board.
 - Mr. Schieffle waived fees for us this year. Need to request fee waiver in advance.
- AC issues in the morning due to SchoolDude issues and needed help from Mr. Schieffle
- We should budget for next year to hold gym fees in escrow
- Improve communication between main gym and aux gym to rebalance strips
 - FTL operators should note strips and route matches to strips.
 - A runner can be helpful.
- FTL went well but we need to train a freshman/sophomore parent next year
- Concessions:
 - Leftover candy/granola bars and chips, do less of this next year

- Cup noodles, hot dogs, walking tacos, sandwiches were very popular
- Borrow coffee maker from Mrs. Byrd next year in advance
- No prices ending in \$0.50 – whole dollar amounts only!
- Organize Zelle/Venmo in advance, need more small bills and change in bank
- Square: Club doesn't have a reader. We should acquire a Tap to Pay reader (\$59) in next year's budget.
- Armorer
 - Captains should review equipment carefully with all students in advance of the tournament for possible repairs.
 - Perform at setup if practice before tournament is canceled.
 - Clearly set prices and policies in advance
 - Kids should check equipment at armorer's table after arrival
- Payments:
 - print rosters after Wednesday to minimize changes and confirm planned payment amounts.
 - Make sure checkin table has supplies to collect payments and confirm receipts.

Tournament RSVPs

- Pierre working with Bryan/Josh to collect RSVPs for next tournament by 10/6
- Phoenix will be present to provide payment to host school.

President/Sponsor Attendance At Practice

- Coach Henry is requesting that either President or Sponsor MUST attend all practices until further notice.

Team Policies

- Board communications should be policy-focused and generalized. Discipline/behavior conversations with individuals should come from sponsor + coach
- This is an opportunity for President + team captains to lead by word and deed

Board Presidency

- Eddice informed the board that she is resigning effective at the conclusion of this meeting.
- Eddice moved to nominate Pierre for presidency. Chhavi seconded
- Pierre approved by unanimous vote.
- Phoenix will work with the bank to remove previous leadership from account and will add Pierre onto the account.

Action Items

- Phoenix to present Budget Report at next meeting

- Tournament reminder email: remind students to check equipment at armorer's table after arrival
- Provide Coach Henry with school holiday calendar and confirm dates
- Upcoming practice will be held on 10/9. Kids should notify coach IN ADVANCE if they will be present. Atlee will send out a poll for attendance

8:47: Atlee moved to adjourn, Chhavi seconded. Meeting adjourned by unanimous consent.