TIGER FOOTBALL CLUB

Board Meeting Minutes

January 10, 2022

**Meeting Called to Order:** 7:45PM

**Board Attendees:** Jim Lambo, Jaber Farhan, Rachael Houle, Mike Grant, Brian Feeney, Anthony Swayze, Kym Swayze, Chris Russo, and Craig Lutcza

**Member Attendees:** Chris Kastner and Chris DelPreore

1. **Review/approval of 12/22/21 minutes:** approved by all board members
2. **Treasurer’s Report:**
   1. Review/approve 2 bills paid
      * 501c application: $275
      * NJ Tax ID: $129 (Jim to be reimbursed as he paid for it out of pocket)
   2. Discuss need for accounting/bookkeeping software
      * Jim suggested the use of a bookkeeping software. Moneyminder is made for nonprofits. All the forms that we would need are part of the software. There is a free version and a pro version ($159 annually). Jim will sign up for the free trial and will go through the site with Jaber.
   3. Discuss Website fees
      * $300/year
      * $3 fee for each registration – the website will keep that for processing as well as a fee for credit card use
      * We can look at other providers if we would like because we own the domain name
3. **Director’s Report:**
   1. Update Board on the status of the formation of TFC and 501c status update
      * Applied for 501c status during Christmas break; however we are not yet approved as IRS is backed up. Jim will continue to check on status weekly
   2. Update on insurance proposals and start date of policy
      * No update. Still looking to see if we can transfer the policy from TSA over to TFC
   3. Review Insurance proposals
      * No Update
   4. Online registration has been setup. Coaches/Board can preview the process to see how smooth it is.
      * Jim suggested that all board members go to the website and review the registration process and see how easy it is.
      * Flag is $45 and Pads $145
      * There are pop –ups about the discount for living in Hackettstown and to verify a Hackettstown physical address not just mailing address
      * $5 discount for child who is also signed up for cheer
      * $10 discount for multiple football players
   5. Update on AYF membership
      * No update. Seeing if we can transfer the current membership of TSA to TFC
   6. MCYFL meeting dates (2/2, 3/2, 4/6, 5/4, 6/1, 7/6, 8/3, 9/7, 10/5, 11/2, & 12/7)
      * Craig and Jim will be attending the meeting on 2/2. It is believed that Roxbury is going to request playoffs at every level. Any requests or changes to the bylaws will be sent to the board to review and they discussed and voted on at the next TFC meeting. Craig and Jim will then take our position back to the MCYFL’s next meeting.
   7. Discuss need for PO Box
      * Currently all mail is going to Jim’s house.
      * Small PO Box is $202/year – board voted NO
   8. Discuss rough budget (Attachment 1)
      * Used the current rosters of 86 kids as a baseline for registrations incoming for next season
      * Numbers are a rough estimate
      * Jim and Jaber to reach out to Chuck to see if our baseline is on point
4. **Equipment Report:**
   1. update on the helmets and contact information
      * Craig and Anthony are hoping to get into the Red Shed this week to see the # of helmets that are past their lifespan and the # we need to buy; should be between 10-12
      * All the good helmets will then be reconditioned
   2. Discuss plan on varsity jerseys/ when we need to order them by
      * Anthony to reach out to Destination Athlete to set up a meeting to see their jersey designs
      * Chris DelPreore provided Chris Russo with the name of a contact in Long Valley
      * All board members agreed that we need to order the jerseys sooner rather than later as timeframes of 4-6 weeks could slip
   3. Plan to go through the Sheds to clean out what is trash and move equipment to correct fields.
      * Once the weather gets warmer plan is to go through the sheds and clean the equipment and move it all to the correct fields
      * Looking to possibly reach out to parents to help with the cleaning and sanitizing of all the equipment
   4. Create a wish list of new training equipment
      * If there are any pieces of equipment that is needed – create a list and get it to the board
      * One suggestion were garbage cans – heavy duty that can be hit and moved. Would need at least 11 of them.
      * Pinnies for helmets
      * New coaches bag that can fit everything
      * New/Updated first aid kits
5. **Recruiting Report:**
   1. Plan ideas on how/when to target new players.
      * Jim provided an updated handout with the state of our program (attachment 2)
      * Jim looking to meet with the other feeding towns recreation departments to get them to help get the word out for football early
      * Offseason – April clinic; age level appropriate sessions
      * Marching in the St. Patrick’s Day parade and handing out cards with a QR code that will bring parents to our website
      * It was suggested that we should get representation at every Hackettstown BID event; this could help with numbers or sponsors
   2. Signs (# of signs to order/location)
      * Need a design; looking at Feb. meeting to have a path forward on # of signs and design
      * Chris reached out to Clearwater to see how much a billboard would cost; will let us know at the Feb. meeting
   3. How to get schools involved
      * Looking to get the gym teachers at every school to help promote football.
      * Jim to reach out to the Board of Eds at the school to see if we can get into the gyms to host a clinic at each school to help promote football
6. **Coaches Report:**
   1. Review of the Wing T clinic
      * Craig, Jim, and Brian all went to the Wing-T clinic in Bloomfield on the 8th. It was geared towards HS however there was some great information and it provided a good baseline.
      * Waiting to see what happens with the HS head coach
      * Glazier Clinic - $375 for an unlimited amount of people; Brian to see if we can possibly get in
   2. Development of Level based playbooks
      * Developing a play book for the entire program (Flag – Varsity)
      * The website will contain practice plans for all levels; new drills can be submitted to the board for review and approval and then uploaded to the website for all coaches to use.
      * Playbooks will be 80% TFC/20% coaches dream plays
      * Hoping to meet with the HS coach once selected to determine how what he is looking for from our program
      * Want to run a HS practice at every level (tweaked for each level) so the players are getting used to what is expected in HS
7. **Concessions Report:**
   * + Kym spoke with Sonny’s on providing food; more information to come
8. **Fundraising Report:**
   1. Update on possible Super Bowl boxes fundraiser with HS Booster club
      * Not possible for this to happen this year.
      * Many ideas were suggested during the meeting (need to determine what we want to proceed with):
        1. Cleanup a county road - $1,000
        2. Flag football tournament in June – Brian to look at some dates
        3. Bar crawl
        4. Partner with the local breweries and have some of the proceeds come back to TFC
        5. Beefsteak Dinner
        6. 50/50 – this takes a license and approval of the state and town; maybe this can be done in the future
9. **Flag Report**
   1. Update on NFL Flag idea
      * Craig is still waiting to get assigned a rep.
      * Discussion as to whether or not to still pursue NFL flag. If we don’t pursue it; do we still change the flag program and keep it in house. This would shorten the program, make the teams smaller, no traveling to other towns, and allow for the kids to really get to play every position
      * Chris and Chris (flag coaches) believe keeping it house is a great idea
      * A decision will be made in Feb. on how to proceed with the Flag program.
10. **New Business:** 
    1. Any additional topics the Board would like to discuss
       * Instagram account has been created Hackettstown\_tigerfootballclub
       * Chris R. was able to link the Facebook and Instagram accounts
       * Chris DelPreore extended his thanks to the board for taking the lead on the change and everything that has been done thus far.
11. **Adjournment:** 9:45PM
12. **Next Meeting:** Tuesday, February 15th @ 7:45PM