



**Westlake Demons Athletic Boosters Meeting Minutes
June 11 2020 – COVID-19 Virtual Zoom Meeting**

Athletic Director's Report:

- **Updates: no financial changes with requests; just checking on final cost for indoor boys tennis; still going to do mound on baseball field stuck in red tape right now**
- **No updates with softball right now- that money can be reallocated**
- **Still checking with track & field, not sure**
- **No new financial requests right now**
- **Putting together preliminary budget but being very conservative not know what fall sports will look like**
- **Maybe updates in July knowing more about fall sports**
- **Thank you to Megan & Dana helped for 24hours assisting with graduations! Made graduation very special!**
- **Building wise the custodians are doing a deep clean in school; gym floor sanded and re-waxed, same in aux gym**
- **Big Question, what is going on...this week return to play started but not all teams decided to return, taking a conservative approach, starting outside, football, soccer and basketball all outside**
- **Coaches & student athletes are following guidelines**
- **Next week will be same outdoor; look to start June 22nd for inside in gyms and weight room**
- **Custodians will work alongside with coaches to ensure time for proper cleaning/sanitizing**
- **Slowly & safely is moto – ensure doing what is best for our athletes and coaches**
- **Been on 5 or 6 calls with lawyers; developing a waiver for student athletes for training indoors; gym, etc...**
- **If there is any question with student not feeling well they should not come to practice**
- **4 days of uniform collection and award distribution; mildly successful but still missing a lot and need to present sent several awards and pins; will probably schedule another date to collect rest of uniforms and present awards**
- **A few issues with photos; will be direct mailed home to students**
- **Still have a few photos in Tony's office- if anyone asks about collecting photos contact Tony**
- **OHSA and departmental awards were recorded and presented on YouTube- picked up awards earlier this week and will distribute to student athletes**
- **Expecting more guidance regarding athletes coming this week or early next week regarding basketball, LAX and soccer being able to compete**
- **Baseball & softball field will remain closed; baseball field still needs some work**



- Tennis court needs some repair but is open; will keep eye on crack
- Pole vault pit still out- needs to be dried out before can put away
- Season passes; waiting on treasurer to approve signing of agreement with Hometown will have paper & paperless that will connect to iPads. Hope to have approval from treasurer soon to move forward
- Fall Update: physicals are still required, within last 13 months are good but will need one if outside of 13 months; some medical services are not offering physical- if student can get through tele-health will accept as physical
- University Hospitals will be offering free July 13-24 will offer 9 dates- by appointment only in Sheffield Lake- free – posted on WDAB site today- first come first served must schedule an appointment
- 50/50 on will all Fall sports play; concerned about football, volleyball and soccer this is where money is made
- Concerns regarding transportation as the guidelines are changing due to social distancing-will now have to most likely double the number of buses needed to get to away games
- Not sure if fans will be allowed at games
- Masks will be required in school
- Faculty is working on multiple plans on what Fall will look like; once those plans are in place will have a better idea of what sports will look like for Fall
- Students must wear masks when they come into building but not during workout, coaches must wear masks
- Tennis – forms are from 17/18 year but the form is current – can use. Tony will change header to reflect current year
- Tony did not have time to contact Pride about case; case has been put back-up, Tony will call to get that fixed
- Moved opening football game back to Friday instead of Thursday. First game is August 28th will be an away game – Westwood Cup
- Procedure for getting Tony 85% of what total revenue was for this past year? Usually write the check to Athletics; Tony will turn in to treasurer. Should be somewhere in the \$12-\$13K range; WDAB will get the check together and write check to Westlake BOE.
- Tennis- can get flags back up in stadium to help girls with wind direction, Tony will work to get those back up. Looking at backboard; part of request Tony is working on that. Tennis – tent request, Tony added to financial budget request. Tony will look at the tent cost again.
- Tony added that we might want to look at another alternative to Spirit Rally, Tim will cover this in his report

1. Requests/Financial/Guest Officers Reports



President: Tim Bihn

Motion to approve May minutes: Dana Wolfe

Second: Laurel Clarke

All vote, motion carries,

Tim's report:

- Special thanks to Dana, Trish, Laurel, Megan for help with distributing scholarship and special cake to student athlete's recipients. Made the event very special!
- Received a thank you letter from Fiona Stroski for scholarship!
- Programs were printed and were passed out to Seniors who turned in uniforms- passed out most- still a few left that need to be picked up. Has a few extras get in touch with Tony. Tim also has extra, contact him if a Senior did not receive
- Previous meeting, what is rule for non-profit...because WDAB is a public charity there is not a requirement on what is needed to spend. One rule is that 33.3% of monies collected must be collected from the athletic community. No issues with 501C being taken away. WDAB does spend well over 5% on what comes in.

Open Positions

- Still need to fill a few positions
- Terms are up for a few chairpersons and we need your assistance to continue to help WDAB thrive with the main goal of supporting our student athletes at LBMS and WHS.
- **Open Positions for 2020-2022 (July 1, 2020 - June 30, 2022)**
- **Concessions** - Manage and coordinate all the concession stands including inventory and volunteers.
- **Corporate Sponsors** - Maintain, renew and seek new corporate sponsors, including event partnerships. Dana will assist for now but will need to have this position filled
- **Volunteer & Team Reps** - Coordinate the communications between WDAB and Parents and seek volunteers for events.
- If you are interested in one of the positions, or would like to find out additional information, please email Tim Bihn (tbihn.wdab@gmail.com).

Vice President: Dana Wolfe

- Baskets from Derby – will hold onto for now but will remove any food items that are in the baskets
- Will have 3 sport shirts on hand
- Talking with Picture Takers for Senior Banners – meeting on June 20th regarding partnership with Lenore and her company
- Website Update – Snazo; received an email stating had not received payment since 2018, Agreed to go back to \$105 a quarter, it was going to increase to \$205 be Mike agreed to adjust the pricing to keep at \$105; 8 quarters are owed. Dana was able to have discussions with Mike with Snazo and WDAB will continue to use this company. Will have to get the past due paid;



cost will be \$25 a month. Have not received a bill from 2018 either but Tricia will get his paid, he should not have waited 2 years to notify WDAB. Will get paid out this month.

Treasurer: Tricia Balch

- Last statement balance was easy; not much going on
- Updating a few things to make the system more user friendly - looking at maybe QuickBooks
- \$191K in cash about \$126K available give or take a few outstanding checks
- A few checks still outstanding; will reach out to people who have not cashed checks to get these settled
- A few items may come out with a few requests
- Officer Grane - budgeted police auxiliary

Secretary: Ivy Arndt

- Nothing to report

Committee Reports

Alumni & Community Relations: Megan Moutoux

- Not present, has not heard anything about July 4th parade most likely will not happen
- Rick Grane shared that the parade and fireworks will not happen
- Megan put together 3 baskets for 3 incoming coaches – with WDAM items

Concessions:

- Open position

Membership: Laurel Clarke

- **Nothing new to report; will need to meet with Tony & Hometown regarding membership & ticketing**

Public Relations: Marti Bowman

- Not present

Scholarships: Diane Norris

- Not present – all went very well with distribution of scholarships

Senior Banners: Jessica Hennessey

- No present

Social Media: Amy Havelka,

- Will share PDF of Spring Program & Open Positions & also mention about July 4th parade canceled
- Will try and add the physical form on social media- Tony will send link to Amy

Spaghetti Dinner:

- Filled with Amy Stanton & Meredith LaVecchia – need to add to email listing to invite to meetings

Spirit Rally: Dana Hartup



- **Not present**
- Not sure if WDAB can even do the event due to COVID-19 restrictions – will need to know soon

Corporate Sponsorships: Gina Redinger

- Not present

Sports Programs: Dianne Gallagher

- Not present

Volunteer & Team Reps: Open Position

-

Varsity Jackets: Sharon Prexta

- Nothing new – not present

The W Shop/Truck: Jenny Pirnat

Spirit Wear

- Will do inventory

Website: Lori Jolliffe – not present

- Nothing to report – Dana fixed issued with Website invoices

Yard Signs: Carolyn Hansen - Carrie Rendziak will take over this position

- Will work with Carrie to transition
- Copy Dana & Diane on Good Luck ads
- Usually give packets to students first week of August – look to moving to online to order, just give one sheet with details on where to go to order online
- Look at pushing to website for membership

NEW BUSINESS:

- Looking at switching the checking account over to another bank from First Federal, used to be a sponsor but they are no longer sponsors. Tricia will look into details of switching. Any issues let Tricia know.

- *Motion to adjourn: Tricia Balch*
- *Second: Dana Wolfe*
- *All vote motion carries*

Next meeting: Thursday, July 16, 2020 – Potentially another Virtual Zoom Meeting

Virtual Sign-Up/In Attendance:



- Dana Wolfe
- Tim Bihn
- Tricia Balch
- Ivy Arndt
- Laurel Clark
- Amy Havelka
- Urban in for Donna Davidson
- Carrie Rendziak
- Tony Cipollone
- Carolyn Hansen
- Sharon Prexta



Athletic Director Report-6/11/2020

1. Requests/Financial/Guest

- a. Update on requests 19-20
- b. Requests
 - i. Have told coaches that currently holding all requests
- c. Budget impact for district is not known at this time but there could be long lasting implications without football, soccer

2. Thank you to all/Congrats/Prayers/Volunteer opportunities

- a. Thank you to so many of you for doing different things for our athletes and especially our seniors, it is a tough time but I think we are doing the best we can
- b. Office hours will vary, custodians are cleaning, Kathy and I are staggering our time in the office because of the set up

3. Updates

- a. Return to play
 - i. Different phases, different rules (ODH, OHSAA, NFHS) (FB, GSOC, BSOC, GBK, XC)
 - ii. Slowly and Safely, distancing, masks, etc.
 - iii. Waiver
 - iv. Conditioning/agility/outside
 - v. 6/22-inside facilities-gym/weight room
 - vi. Coaches have been flexible
 - vii. If your student has symptoms please keep them home
- b. Spring uniform collection and award distribution
 - i. Hope everyone enjoyed online award ceremony
 - ii. Still need a bunch of uniforms and fees will be issued
 - iii. Pictures-update
 - iv. Awards updates
- c. Facilities updates (tennis courts, track pads, baseball field, softball field)
- d. Expect some more guidance on athletics to come out this week
- e. Season Passes and HTT with paper tickets, waiting on the treasurer to give approval, also would link with our website to provide paperless ticketing



- f. Fall update
 - i. OHSAA
 - 1. Physicals still required-updated forms on website or OHSAA.org
 - 2. Free physical information available on the website UH/Ctr for Ortho
 - ii. Transportation is a big concern currently
 - iii. Will all sports play (FB, SOC and VB)?
 - iv.

4. Questions