

**2024 CJO Football  
Agenda  
March 5th, 2024**

- Call to Order - 6:00 pm
- Forum for visitors to speak (2-3 minute limit) - **no one at this time.**
  - Malik from Top5Hoops requesting time to present to the board on a park proposal - **not here tonight 3/5/24.**
  - Mike Sparks - lineman clinic? Dave Guerra to partner/work with CJO on something like this.
- Treasurer report -
  - bleacher \$12,457
  - general \$1,264.39
  - football \$24,790.33
  - **Paid** - water bill
  - **Income** - 228.51 - nordic fest fundraising. They should also be writing us a check for our help/participation. Not sure amount,
    - 1850 - agility camp sponsors
- Commissioner report - report will be attached below
  - lease - lara met with the city (Brian). open to looking into grants, county/city/parks and rec's. goal - if we can raise \$25,000, grants may potentially cover the rest. Need to put together a project plan asap. Need to convey that the community uses these facility - city council meeting is 3/25. This is the meeting we will need to present at.
  - Pony league meeting (Next MMPFL is 3/17 6 pm) - very thorough. Brian and Laura attended. Rules - teams can be split based on how our community feels. League wants to know for scheduling purposes.
    - olivet wants to scrimmage, GL has Game o rama
    - rosters turned into the league
    - weigh ins must be now 30 min prior to game time.
    - July 1 is the deadline for the league Rosters
  - CJO/Varsity coach meeting - discussed alignment, developement charts ect. (see below report). Coaches clinic (3rd grade through Varsity and collectively work together as ONE Charlotte). Varsity game, 9/6 will be CJO night.
    - NFHS rules are going to be used for 7th/8th grade games. Practices may begin Monday Aug. 26.
    - We are responsible for scheduling our own refs.
    - academic requirements - Mike will be pulling these for 7th/8th grade students/teams to determine eligibility.

Looking ahead - country mill, concessions, mud run, and interested in sponsoring our website.
- Committees' Updates (Fundraising, Flag Football, Concessions, Public Relations, Field Maintenance/Capital Projects, Equipment)
  - Fundraising - golf outing - Sunday June 2, 2024 Centennial, providing breakfast, lunch (bbq until 2) fountain drinks, beer available. \$35.00 their price, we would charge \$75.00. Still working on details, need to get a flyer together
  - sponsorship banners? discuss at future meeting?
    - Nordic fest - went well. Raised ~ 270 with the kids just asking for donations. Expecting a check as well (not sure on amount at this time).

- Zeffy - working well! we created a donation form in Zeffy. We can use this to collect donations with a credit card.
- Frontier Days - Colleen Armitage did ask us to participate and help with that again. (face painting)
- discuss approval and vote on new sign for entrance of CJO field. Currently working on raising money for that.

Flag Football - signups coming up in March. chris will do announcing for Flag again.

Team sideline website - it's up and running. working adding more content (meeting minutes, public information ect). Agility camp signups are there and it's going well!

cost - website fee is based on participant signup.

Concessions - Megan obtained tax exempt status at poppity popcorn. Katrina brought up the difficulty with this from a tax perspective. It's easier for us to pay sales tax up front. Megan will not use the exempt status. There are a few "wish list" items that Megan and summer would like to have done. Possibly during a field cleanup day.

Screen repair on concession stand

shelves installed in some areas of the concession stand

Some cleaning items that Megan will purchase, no need for approval - it's small things like a swiffer mop, trash bags ect.

Megan is also looking at some different options for food offerings. We are struggling with mice and we want to provide a clean, sanitary environment as well as making food prep and cleanup as easy as possible.

We will offer a limited concession stand during agility camp - popcorn, drinks, candy.

Concession stand will be open for Flag football in full capacity.

Field Maintenance - first week of april - need to roll the field (Sam Ames volunteered. Need to maybe mow the 2nd week in April. Need to paint the field for Agility and Field.

Water schedule needs to get set up

Mow schedule needs to get set up

Painting Schedule needs to get set up

building behind visitor bleachers, needs to be cleaned out. (currently has random stuff - mostly trash). would like to use it for some storage (field maintenance, and donation type stuff - legacy equipment)

equipment - no updates at this time. Need to do 3rd grade fittings and then can determine what we need.

- Old Business
  - By-Laws - Need to update still. Work in progress. April meeting lets discuss what's out there currently and provide more input and let's vote on the bylaws in that meeting.
  - Agility Camp - T-Shirts - email voted to get shirts from Jack Pearl sports, cost is \$10, and will sell for \$15.
  - Tackle football - Jerseys, Tom gave us a cost of \$35.00. Last year we charged \$40 per Jersey. We will have some samples as well for 3rd grade and 4th-8th. 3rd & 4th will have to buy a Jersey. We will discuss 5th-8th in another meeting. Brian is going to get a firm cost and we'll do an e-mail vote on the price for the Jersey's.
  - Background checks - board members - Brian needs us to send him a photo of our Drivers license. all Board members need to do this.
- New Business
  - Discuss "Legacy Fund" for Player Scholarships - See below for more information. Goal of the scholarship/legacy fund would be to help players afford the fees, get equipment ect.

- Brian mentioned updating the form to an extent - instead of asking people to volunteer for concessions ect. Ask them what they have done to help with fundraising for CJO? Did you help with nordic fest (as an example).
  - Do we need to create another account? Katrina says we can establish another account to fund this.
  - Equipment - if we end up with an overflow - we can donate those to another non-profit (school, club, group ect)
  - Vote: unanimous vote yes to begin Legacy Fund.
- Schedule next meeting - Week of April 8.
  - Adjourn - 8:08. Garret Motion to adjourned, Justin 2nd.

## March 2024 CJO Commissioner's Report

### Updates:

- Lease- Needs to be updated. I received the current lease from the “then interim City Manager” Chief of Police Paul Brentar. The new interim City Manager is Doug Terry. The current lease does not specify what is/is not the responsibility of CJO and does not identify boundaries. Additionally, the current signed lease puts the program at risk. Zoning identified the parcel as being owned by Bennett Park and the parcel is inclusive of Bennett Park, the tennis courts, the field, and part of the wooded lot. Meeting with Bryan M. right before the March board meeting to discuss further.
- MMPFL Meeting- Brian and I met with the pony league for rules updates on 2/26/24 in Mason.
  - Rules updates include leaving the split of teams up to each community, though it was recommended to conduct a draft. However, the community decides to split, and needs to be communicated to the league for scheduling.
  - Olivet is interested in conducting scrimmages again this year and Grand Ledge and Portland will both be hosting Game-o-ramas in August.
  - Weigh-ins will be changed from 15 minutes before game time to 30 minutes prior.
  - Rosters will be required to be turned in prior to the 30 minutes required before games to ensure time for weigh-ins. If they can be provided ahead of game day, that's preferable. CJO Board will require rosters at the beginning of the season for each team to be turned in by coaches.
  - July 1 will be the deadline date for cutoff of team's submission. 8/5 begins conditioning and does not align with MHSAA date of 8/12. Pennfield is asking to join the league and is being asked to attend the next meeting. Saranac was mentioned as possibly interested as well.
  - Scott (head ref) assured us that the referee that had such poor behavior at the 5th grade Eaton Rapids game in the 2023 season has been let go/dealt with and he discussed with the other officials the importance of identifying any conflict of interest in refereeing future games.
  - The next meeting will be on 3/17 at 6:00pm.
- Insurance- Brian and I met with the insurance company. We provided them a replacement value on the scoreboard (\$5000) to add coverage. We will remove coverage from the overhead sign (\$107/year).
- Website- Brian and I worked on getting the website up and running for registration. We will need to do more work on the site as we have time to keep adding things.
- Concessions building- Megan and I went down and looked at the inside of the concessions stand/building. There is some clean up that needs to occur pre-season and we identified some possible organizational additions that can help with storage and an overall neater facility. We would like to ensure there is a nice space for our referees as well. Doors need to be repainted, men's bathroom needs toilets replaced, locker rooms need cleaned up inside rooms. “Playhouse” is a large hazard and we need to identify a different solution for storage of hoses.
  - Megan and Summer update further-Concessions committee

- Board Signup Genius- Please be sure to sign up for various events on the signup genius. This ensures we have proper coverage and avoid having too many people at some events and not others. We will continue to add to this as events come up.
- Varsity Coach Meeting- Brian and I met with Coach Sparks to discuss alignment and updates.
  - Age-appropriate development chart- willing to help us develop this.
  - Varsity home games- 9/6 is the first home game and will probably be CJO night, as there are only 4 home games this fall. (9/6, 9/20, 10/11, 10/25)
  - NFHS rules used for 7/8 grade teams, first game will be 8/29 for these grades (need to order rule books for these coaches)
  - We are responsible for scheduling our refs
  - Academic Requirements- school will provide to me weekly during season and students cannot be failing more than one class or they will not play, as well as behavior updates (anyone suspended will not play)
  - We will be looking for 7<sup>th</sup>-12<sup>th</sup> grade football players interested in refereeing the flag games.
  - Joint effort- will be requiring a coach's clinic for all coaches, more to come on this topic
  - School football camp through the flight plan in July

#### Looking Ahead:

- Country Mill-
  - Interested in supplying us with cider and donuts to sell out of the concession stand
  - Will work with us on conducting a mud run fundraiser this fall, they have mentioned they know how to run one and we could keep all of the profits
  - They have mentioned being interested in sponsoring our website

## CJO Legacy Program:

**Legacy Scholarship Fund-** We know that youth sports, football in particular, are beneficial to youth through initiatives such as health benefits, teamwork, discipline, mental toughness, and socialization. Some youth experience barriers in obtaining necessary equipment or participation fees. This scholarship fund would be set aside specifically for youth experiencing financial barriers or difficulties. Funds in this account could be used to cover signup fees, camp fees, or necessary equipment to participate. While we would love to be able to cover full fees for all families, we want to ensure that the funds are being used appropriately and therefore, scholarships would cover 25-50% of costs deemed necessary for that applicant.

The CJO board will review scholarships awarded/requested annually and set the goal for scholarship funds raised each year. The board will also set criteria to be used as a scoring method to remove bias and keep the process fair if they cannot award all requests.

Families interested in obtaining scholarship coverage will need to complete the “Legacy Scholarship Fund Request Form” and submit it to the CJO board for consideration. Anyone submitting a form will always receive a response from the program. Contributions to this fund can be made using the Zeffy.com account, cash, or check.

\*If at any time this fund grows beyond regular operating needs, extra funds will be contributed towards a scholarship fund for a Varsity football player who has played in CJO during their lifetime.

**Legacy Equipment Center-** Many families have gently used or new equipment they would like to pass on to another player that could use it and do not have a viable way to make this happen. The CJO equipment center would be a holding space for donated equipment for the football program to connect players in need of equipment with free donated equipment based on need.

\*Should equipment donations exceed CJO’s ability to store them and CJO is unable to provide these to players in need, overflow will be donated to an appropriate non-profit program that can use it.