RCSAC Board Meeting **Date: November 13, 2024**
3750 Zinfandel Dr., Suite 100
Rancho Cordova

AGENDA

1. Call to order:
   - A meeting of Rancho Cordova Scholar Athlete Coalition (RCSAC) held at 3750 Zinfandel Dr., Suite 100, Rancho Cordova on September 11, 2024, was called to order at 5:45 pm by Madelaine Sanderson.
2. Board member attendance:

	Conrade Mayer
x	Madelaine Sanderson
x	Jen Laret
x	Logan Blower
x	Krista Mayfield
x	Liane Sousa
	Mike Marando

	Eric McCahon
	Ian Winsbrock
	Veronica Lane
	Jason Harper
	Carlo Campbell
	Valeria Aguiliar
	Anthony Davis

   - Guests in attendance: none

3. Approval of Minutes/Correspondence
   - Need to add Jason Harper to meeting – he was on the phone. (Added 11/13/2024 by Krista Mayfield)
     Motion to Approve: Liane Sousa Second: Jen Laret APPROVED
4. Presidents Report:
   - Nothing at this time
5. Treasurer Report
   - Portal:
     - Boys golf – Under $232.43 (hats) – pending approval once we get money released to account
       - Motion to Approve: Logan Blower Second: Liane Sousa APPROVED *Pending*
     - Boys soccer - $1597.14 (shorts/socks) – pending approval once we get money released to account
       - Motion to Approve: Liane Sousa Second: Madelaine Sanderson APPROVED *Pending*
6. Other updates:
   - Website needs to be updated as we need to show what we are doing as requested by the city
     - Mission, purpose, what are we about, what have we done,
     - Photos – what we purchased (make sure not to include any minors unless we have a media release from the parents)
     - Jen will send report and then Logan will get the information uploaded
     - Logan will update members, meeting minutes and then provide access to Krista so she can upload minutes after every meeting
   - PO system – needs to be a better process in place so that PO#s are taken care of in a timely fashion – currently taking 3-4 weeks to get a PO# and multiple approvals are needed
     - Logan – bill.com – we are waiting on the check/money to be dropped into the account
   - Meeting at the District
     - Stipends - need to know how many athletes there needs to be per coach and how many stipends each sport gets
     - PO system – what does it look like going forward?

        - What are the processes? Want to be able to pay with a credit card, and need a commitment for PO turnaround
7. Old business:
    - Communication portal
        - Veronica – looking at Google drive for a way to store documents
        - Logan – is setting up domain (this will move to next meeting)
    - Veronica – recap letter of coaches meeting – removed
    - Jen - Differential for track and MOU – still working on
    - Spring coaches meeting Nov. 19 @ 6 pm (no longer meeting in person) --- Jen will send an email to the coaches who are missing Softball, Boys Tennis, Baseball, Swim, Boys Volleyball, Boys Golf, Track and Field
        - Baseball, Boys Golf – already done
8. New business:
    - Discuss MOU between youth/high school/RCSAC – this has been completed and breaks down that youth sports will be able to use the high school at cost/no cost; although youth program will pay for custodial; RCAA will look at outside entities and decide based on event what the cost will be
    - Breakdown committees – for end of the year – moved to next meeting
    - Need to prioritize what we need to do – moved to next meeting
9. Next meeting: **December 11, 2024 @ 5:30 at same location**
    - Communication portal
        - Veronica – looking at Google drive for where to store documents, etc.
        - Logan – is setting up domain
    - Jen - Differential for track and MOU
    - Define roles and board members responsibilities; then look at everything that we want to accomplish (fundraising, volunteering, etc.) Prioritize what needs to be accomplished first
10. Meeting adjourned:
        - The meeting adjourned @7:05 pm by Madelaine Sanderson.

Action Items: (This is a new section that I created so that we could follow up at next meeting to make sure what we said we were going to do we did)

- Veronica – looking at a way to store our documents in Google
- Logan – setting up domain
- Jen – send stuff to Logan for website, Logan update website
- Jen – email to coaches regarding the process and how we support
- Jen – recap of meeting with the district regarding PO system, how we will pay

Motions Approved:

- Approved $232.43 for Boys' golf (pending money)
- Approved $1597.14 for Boys' soccer (pending money)