

SOUTHLAKE CHRISTIAN ACADEMY

EAGLE BOOSTER CLUB

Executive Board Meeting Minutes (1st DRAFT)

Date: April 30, 2026

Time: 7:00 AM

Location: The Gathering House, SouthLake Christian Academy

I. Call to Order

The meeting was called to order at 7:00 AM. The opening prayer and roll call were completed. A quorum was present.

II. Approval of Prior Meeting Minutes

The minutes from the April 16, 2026 Executive Board meeting were reviewed and approved as presented.

III. Board Composition & Formal Onboarding

- **Don Eberhart** was formally onboarded as **Treasurer**.
 - **Jessica Jackson** (corrected name) was formally confirmed and onboarded as **Engagement Director**.
 - The Board executed the necessary resolutions to:
 - Correct the previously recorded name error
 - Officially adopt **Jessica Jackson** and **Don Eberhart** as members of the Executive Board
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Governance Clarification

- It was confirmed that prior references to **Jessica Morgan** were in error, and all official records have been corrected to reflect **Jessica Jackson**.
- The Board affirmed that Jessica Jackson will participate in Board meetings in her role as Engagement Director.

Operating Year (Discussion / Directional Alignment)

- The Board discussed adopting an **Eagle Club operating year of June 1 through May 31**.
- This timing is intended to provide incoming Boards additional preparation time ahead of the fall sports season.
- **No formal resolution was executed**, however the Board expressed clear alignment with this direction and intent for future Boards.

IV. Governance & Setup Progress Review

Financial Setup

- Establishment of the Eagle Club bank account and Treasurer protocols remains outstanding and will be addressed in a future meeting.

Coordinator Structure & Recruitment

The Board confirmed the need for the following coordinator roles:

- Fall, Winter, and Spring Sports Coordinators
- Gate Coordinator
- Concessions Coordinator
- Potential Advertising / Sponsorship Coordinator

Recruitment Approach

- Initial outreach will target **existing Eagle Club membership**, primarily through email communication.

Communications Actions

Jay Seymoure will draft two communications by **May 10, 2026**:

1. End-of-year Eagle Club wrap-up email, including the annual meeting notice
2. Coordinator role announcement, directing interested individuals to contact the Eagle Club via the official email address

Annual Meeting Confirmation

- **Date:** May 19, 2026
- **Time:** 7:00 PM
- **Location:** Worship Center, SouthLake Christian Academy

Volunteer Participation Expectations (Guidance Statement)

The Board discussed establishing volunteer expectations for sports families:

- Varsity athletes/families: ~2 volunteer events per sport
- Middle School athletes/families: ~1 volunteer event per sport

Clarification:

This is considered a **guiding operational goal**, not a formal policy at this time. The Board agreed this concept will be further developed and communicated appropriately through coaches and parent communications once feasibility and structure are confirmed.

Additional Notes

- Danielle Handlogten indicated she will explore opportunities with school leadership to incorporate **teacher participation in volunteer functions**.
- Communication strategy related to coordinator roles and broader Eagle Club messaging will be revisited at a future meeting.
- Website and FAQ updates were not discussed and remain open action items.

V. Revenue Programs – Advertising, Sponsorships & Existing Commitments

Authority & Transition

- The Eagle Club has now been granted **authority over advertising and sponsorship activity**.
- The **operational and mechanical transition from prior management (Joe Haney) is still in progress**.

Current State of Assets

Based on review of information provided:

- Approximately **three (3) scoreboard advertising positions are available**
- The scoreboard requires:
 - **Paint refresh**
 - **Digital scroller repair**

Strategic Assessment

- The Board acknowledged this as a **larger operational project**, potentially warranting a dedicated Advertising/Sponsorship Coordinator role.
- The **Wall of Fame** was also identified as requiring:
 - Physical refresh
 - Updated program strategy

Action Items

- Jay Seymoure to:
 - Follow up with **Brad** regarding potential involvement or sponsorship interest
- Joe Haney to:
 - Locate and provide contract language related to **Turf United's "perpetual" signage rights**

VI. Ongoing Programs & Immediate Deadlines

Awards Programs Status

- **Athlete nominations received:** 8 (5 girls, 3 boys)
 - **Coach nominations received:** 6
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Awards Process Clarification

- The Eagle Club awards the **Golden Eagle Scholarship**
 - **Athlete of the Year** is determined by the coaching staff
 - Eagle Club will provide:
 - 1st and 2nd ranked recommendations to support broader recognition
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Timeline

- Board members to review candidates by **May 3, 2026**
 - Final announcements scheduled for **May 6, 2026**
 - Katie Downes to distribute nomination visibility through social media in advance of announcements
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Membership Package

- No progress to date
 - The Board agreed this effort must become a **priority in early May**
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Eagle Open Golf Tournament

- No progress to date
- Coordination required between:
 - Joe Haney
 - Jessica Jackson
 - Brad

Next Step: Confirm event date and begin coordination

VII. Action Index Review

- A formal review of the Action Index was not completed during the meeting

- The Board confirmed continued tracking of all active (Green) items

Immediate Requirement

- All Board members are to execute the **Incoming Officer Acceptance and Acknowledgement document** at the next meeting
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VIII. Summary of Decisions & Next Steps

Key Decisions / Outcomes

- Treasurer formally onboarded (Don Eberhart)
 - Engagement Director formally confirmed (Jessica Jackson) and name correction resolved
 - Advertising authority formally transitioned to Eagle Club (with ongoing handoff)
 - Coordinator structure confirmed
 - Annual meeting date established
 - Volunteer participation expectations established as a **guiding operational goal**
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Next Meeting

- **Date:** May 7, 2026

Key Topics for Next Meeting

- Finalize Annual Meeting execution details
 - Continue onboarding and engagement of Jessica Jackson
 - Review coordinator recruitment progress
 - Begin structured development of 2026–2027 Membership Package timeline
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IX. Adjournment

The meeting was adjourned.