
SOUTHLAKE CHRISTIAN ACADEMY

EAGLE BOOSTER CLUB

Executive Board Meeting Minutes

Date: Thursday, April 16, 2026

Time: 7:00 AM

Location: SouthLake Campus – The Gathering House

I. Call to Order

The meeting of the Eagle Club Executive Board was called to order at **7:00 AM**.

II. Attendance

Board Members Present:

- Jay Seymoure – President
- Ashley Williams – Vice President
- Katie Dowens – Secretary

Invited Attendee:

- Danielle Handlogten – SouthLake Director of Development

A quorum was present.

III. Governance Actions Taken

The Board reviewed and confirmed the following governance items:

- **Bylaws**
 - Confirmed and adopted by the Board
 - Board adoption resolution executed
- **Cost Control Policy**
 - Reviewed and adopted

- Board resolution executed
- **Action Index**
 - Reviewed in detail
 - All items labeled **“Review Only” (Blue)** were reviewed and closed

✓ **Result:** The governance reset phase is complete and in effect.

IV. Awards Programs Update

- **Coach of the Year** and **Athlete of the Year** programs were reviewed.
- Nominations are being received.
- The Board identified a need for additional awareness to ensure broad participation.

Action Identified:

- Send a reminder communication through:
 - Email
 - Text messaging
 - Instagram / social media
 - Clearly state that **nominations are due April 24, 2026**.
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V. Parent Organization Working Dinner – Update

President Jay Seymoure provided an update from the Parent Organization Working Dinner.

Key guidance from Scott Dillion, Head of School, for the 2026–2027 year:

Parent-led volunteer organizations should ensure:

1. Fundraising “asks” are **more coordinated and reduced** compared to the prior year
2. Organizations execute activities that **build community**, not only fundraise
3. **Calendar coordination** occurs across organizations for both fundraising and community events

4. Fundraising efforts clearly communicate:

- What funds are being raised for
- Alignment of those objectives with School leadership

These principles are intended to guide Eagle Club planning for the upcoming year.

VI. Future Board Meetings

The Board identified and agreed upon the following future meeting dates:

- April 30, 2026
 - May 7, 2026
 - May 28, 2026
 - June 11, 2026
 - June 25, 2026
 - July 23, 2026
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VII. Action Items Identified

1. Board Member Recruitment

- Ashley Williams and Jay Seymoure met with **Jessica Morgan**; candidate appears to be a strong fit.
 - Ashley Williams and Katie Dowens to FaceTime with **Treasurer candidate Don Eberhart** on **Monday, April 20**.
 - Goal: onboard new Board members by **May 1**, pending interviews and interest.
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2. Board Governance & Organizational Setup

The Board identified the following remaining setup actions:

- Complete Board vacancy filling
- Execute remaining Board setup resolutions:
 - Annual officer appointments

- Incoming officer and Board member resolutions
 - Establish and confirm coordinator organization and positions via resolution
 - Establish a **separate Eagle Club financial account**
 - Establish **Treasurer protocols**
 - Fill coordinator vacancies
 - Operationalize coordinator procedures and scopes
 - Establish dates for the **four annual all-member Eagle Club meetings**
 - Create and approve an **Eagle Club FAQ** for website publishing
 - Update Eagle Club website with current information
 - Form bylaw-contemplated committees:
 - Advisory Committee
 - Coordinator Committee
 - Nominating Committee
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3. Programmatic & Operational Workstream

The Board identified the following action items required to support Eagle Club operations:

- Create a list/catalog of:
 - School-wide advertising Eagle Club is responsible for
 - Existing agreements (scoreboard, Wall of Fame, etc.)
 - Develop the **2026–2027 Eagle Club Membership Package and pricing**, and execute Board approval by the **June 25** meeting
 - Confirm the **October 2026 Eagle Open Golf Tournament date**
 - Identify:
 - Eagle Club receptions
 - Youth nights
 - Other community-building events Eagle Club can host
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VIII. Adjournment