

**WVSABC**  
**General Membership Meeting Minutes**  
**December 11<sup>th</sup>, 2019**

**Date:** Wednesday, December 11<sup>th</sup>, 2019

**Location:** Peoria Community Center

**Time:** 6:00 pm

Called to order at 6:15pm by President Nikki McCormick  
Second by Penny Reese and Georgina Perez

**ROLL CALL:**

Nikki McCormick	Kristen Hanni	Lori Garcia
Susan Knoebel	Pat Ford	Andrew Tower
Ryan Giguere	Georgina Perez	Amy Marr
Penny Reese	Tammie Harris	

**Old Business**

We have been using Zelle to pay reimbursements and we are now having the issue with the \$50,000 max we can send in a rolling 30 days. If you have requested a reimbursement thru Zelle, Misty may have to wait until there is enough available per the limit to send your payment. This has been causing a delay in sending your reimbursement payment. If you need your money asap, make a note on the request that you will accept a check if needed. We are currently looking into Venmo and paypal for additional payment options.

**Treasury Report**

Reminder that all request need to be in by Dec 13<sup>th</sup> if members want them processed this year! Otherwise, there will be no request being processed again starting the week of Jan 6<sup>th</sup> when we're open! Closure is due to financial books will need to be reconciled and closed for the 2019 fiscal year. Emails regarding events will be answered.

Accounts will automatically renew unless you send an email in requesting your account to be closed. Those emails need to be sent before the new year please. If you choose to close your account, you will have 90 days to request your funds in your account. I will be monitoring over the closure as I will be working on closing and renewing accounts. Funds currently in your account will rollover for the next year.

Holiday Bonus: 100% of the tips from all events for NOV and DEC are being added back into the donations. This has increased some of the hourly rates for these events. We wanted to thank all the volunteers that have been signing up during the two busy holiday months. Hoping that this will help make up for a little bit of the extra rough events we have had to deal with.

Events thru November 9<sup>th</sup> have been paid out. Payments for Gila events since the November 9<sup>th</sup> are still pending due to discrepancies. As soon as these are resolved the money will be dispersed.

### Upcoming Events with CCC

**Fiesta Bowl, Saturday, Dec 28<sup>th</sup>. 6PM Kickoff, 4PM Gates. All levels check in time same! Parking at YELLOW LOT! ALL VOLUNTEERS NEEDED!!**

### Secretary

Please continue to have all interested friends and family submit their inquiries thru the website.

### Director Operations

New Alcohol Training Requirements for Levy. Title 4 is an Arizona certified alcohol training. Levy is requiring all members to complete this training. The training is approximately 3 hours long and is done online. You do not have to do the 3 hours in one sitting, it does allow you to exit and go back to continue. The training information will be sent in waves. Anyone that currently volunteers as a lead or assistant lead will receive the information first. We ask you please complete asap once you receive the info. This training is good for 3 years.

### Fundraising Development Coordinator

We have received the email regarding Ak-Chin on December 11<sup>th</sup>. We are looking to set a meeting with them soon to discuss a contract for the 2020 year. Their first event will be the end of March.

### Vice President

Cheez-It Bowl is at Chase Field, Friday, December 27<sup>th</sup>, 2019

Please go to sign up genius to sign up!! Check in for leads will be approximately 430pm and 515pm for the everyone else. It will be the Airforce vs Washington

Proper sign in procedures: **THIS IS VERY IMPORTANT REGARDING YOUR PAYOUTS!** There are 2 sign in sheets in each booth that you must sign in/out on. One is for the venue and one is for us. It is very important that you are signing both, and **PLEASE** make sure we can read your name. This is how we record the time you volunteered, and the payouts are figured. If a name is missing or unreadable, it requires further investigation and causes the payouts to take longer. Please make sure you are signing in at the correct assigned time. If a lead asks you to sign in early, make sure to have the lead initial next to your time or you will be counted at your assigned time.

### President Report

The WVSABC 2020 Board is as follows:

President: Nikki McCormick

Vice President: Kristen Hanni

Treasurer: Misty Toomey

Secretary: Lori Garcia

Director of Operations: Susan Knoebel

Fundraiser Development Coordinator: Sheila Hosteen

Upcoming events at Gila River Arena:  
New Years Eve Coyotes Game!!!

## **Review of Attendance, Punctuality, Policies and Procedures:**

**Callouts, no call no shows and last-minute cancellations** are out of control for all the venues. We understand last minute emergencies and illness, but we have contracts with these venues and have a signed agreement to fully staff our stands we are committed to. If we do not meet our contracted amount, we lose money!!! This also causes an undue amount of stress for your fellow members do more work to make up for the people that do not show. From the time of the gatelist to the day of the event, we had 50 call outs. Please help us avoid this from happening.

Please be considerate of everyone in the group and be responsible and **READ ALL PREGATELIST/GATELIST EMAIL!!!** Even if you do not remember signing up for an event, read the email and confirm your name is not listed!!! We have had entirely too many members not showing up and when we call them, they say they didn't know they signed up. We understand sometimes there are a lot of emails being sent, but please read every email we send. When a pre gate list email is sent, make sure and verify if your name is on there. If it is, and you can't volunteer, let us know at this time!! **You must send an email!!! Removing your name from sign up genius will not remove you from the gatelist.** Please make sure to email the booster and let us know you need to be removed. If you have any doubts regarding the time frame, please email us to verify, better to be safe than sorry!

Please show up to the stand at your scheduled time. This doesn't mean get to the parking lot, on the bus, or at check in table at this time. It means be at the stand at that time. The volunteers are scheduled accordingly to get product cooked, set the stand up for opening, and to have enough time for our volunteers to eat before gates open. When volunteers are late, it once again causes the lead to have to make phone calls to find out where the volunteer is, makes other volunteers have to make up for the missing volunteers, and causes to stand to not be ready to open on time. If you require a later check in, that is ok, just please make a note when your sign up and it will be noted. We just ask everyone honors their commitment that is made when you sign up for an event.

We have had a problem with not following uniform policy. If we do not follow these policies, we will be fined for non-compliance, which means less money for you. Your pants must be long enough to cover your ankles. If we can see skin, they are too short. You must have the appropriate shoes. You need to look clean and professional. Also, **NO PHONES!!!!** We can't stress enough that you are not allowed to use your phone at these venues. If you have an emergency, you must alert your lead, then step to the appropriate area to make a call or text. We will get fined if you are seen on your phone. If we do receive the fine, it will be deducted from the member that was on their phone.

Please remember, to read all your emails, show up at your scheduled time, honor your commitment, follow the uniform policy, and keep your phones with your belongings.

**Questions & Answers Session**

None

**END OF MEETING:** 7:22PM