

## Halfmoon Leadership Meeting Minutes

Date: February 4, 2026

Time: 6:30–8:30 PM

Location: Natalie's House & Zoom

### Attendance

In Person: Jacqueline Congdon (President); Alex Morris (Vice President); Stefanie Borger (Match Secretary); EJ Morris (Secretary); Natalie Antonelli (Recruiting Director); Olivia Sastry (Social Director); Sabine Marlowe (Co-Captain); Sylvie Reydams (Treasurer);

Zoom: Adrianna Damato (Fundraising Director)

Absent: Malia Haskovec (Co-Captain & Social Media Director)

### Call to Order

President Jacqueline Congdon called the meeting to order at 6:30 PM. Roll call was conducted and quorum confirmed.

### Approval of Previous Minutes

Minutes from the January 7, 2026 leadership meeting were reviewed. No corrections were raised.

### Shout Outs

Natalie was acknowledged for stepping in as a new rookie coach, and Adrianna was recognized for the success of recent Jello-O shot fundraising efforts. Leadership also expressed appreciation for the broader team's ongoing work and support.

### Officer and Committee Reports

#### Co-Captains – Malia Haskovec & Sabine Marlowe

Sabine reported she helped Natalie in finalizing the Welcome to the Halfmoons packet and the Mardi Gras Tournament(MGT) guide. She has also helped in monitoring and answering emails to the MGT inbox. The group discussed several logistical items for the upcoming MGT, including confirming the tournament shopping list, printing menus and payment QR codes, and ensuring tournament bracket tracking would be available. Alex will bring a large whiteboard and dry erase markers to display bracket updates. The Officers also confirmed the referees will report scores during the tournament. Additional coordination included collecting old 15s jerseys for the Motley team, organizing petty cash, and preparing laminated materials where needed.

### **Social Media – Malia Haskovec**

Malia provided an update in her absence. She shared that tournament promotions were ongoing and that additional posts are scheduled leading up to the Mardi Gras Tournament.

### **Mardi Gras Tournament Director -**

In mid-January, Denise resigned her position as MGT Director. Following this resignation, the officers came together to ensure all tasks were covered and the tournament was able to proceed. Final tournament planning discussions included roster management and merchandise preparation. Teams participating in the tournament must submit their rosters, and Jacqueline will send reminder communications. Rosters will be stored in the shared drive for leadership access. Merchandise inventory and pricing are being tracked in a shared spreadsheet, and Natalie is designing food and menu materials for tournament sales.

### **Social Director – Olivia Sastry**

Olivia shared updates on the upcoming MGT social. She is making a “Follow Me” sign using deflated rugby balls to assist in getting people from one location to the next during the bar crawl. Olivia plans to follow up with all the bars the day before to confirm the itinerary.

### **President – Jacqueline Congdon**

Jacqueline shared updates regarding youth rugby programming. Girls youth rugby events are scheduled for Saturdays from 10:00 AM to 2:00 PM this spring, and volunteers are welcome to assist. She also reminded leadership that the True South Championship will take place April 11–12 in Knoxville. She noted that her other action items will be completed after MGT.

### **Vice President – Alex Morris**

Alex reported the field payment for MGT has been completed and confirmed, and insurance documentation has been submitted. Field lining equipment has been obtained and will be transferred to Stef, with the machine key to be collected from Kaleb. Alex has also reserved a U-Haul for tournament logistics. She noted that the installation of the uprights and remaining field setup tasks are nearly complete. Alex also reminded leadership that USA Rugby requires teams to submit their rosters as soon as possible. Additionally, she reiterated the policy that alcohol and other substances are not permitted at the field, and that the team is responsible for enforcing this rule.

### **Treasurer – Sylvie Reydams**

Sylvie provided financial updates. She explained that the team cannot obtain a credit card without restructuring the organization, so the current debit card system will remain in place. At present, two debit cards exist, and leadership will determine who should retain them. A decision regarding whether the team will continue using Venmo will be postponed until after the Mardi Gras Tournament. Sylvie also reported that reimbursements have been sent to Sassy and Natalie. Sylvie is currently tracking running tournament expenses so leadership can better assess costs and budgeting for MGT.

### **Secretary – EJ Morris**

EJ shared work is underway on the team website, including the addition of a sponsorship page, a team documents page, and a donate button. The Mardi Gras Tournament webpage has also been updated. EJ has ordered and is donating stickers to sell at the tournament and is setting up a Zeffy store to facilitate merchandise and food sales. Volunteers will install the Zeffy application to process card payments during the tournament, while Venmo and cash will also be accepted. Leadership confirmed that petty cash and a cash box will be needed at the merchandise table.

### **Match Secretary – Stefanie Borger**

Stefanie reported that two trainers have been confirmed for the Mardi Gras Tournament and that they are asking for us to help supply tape and pre-wrap. She is currently confirming the location for the March 7 match and noted that a potential Tulane vs. LSU round robin may take place the weekend of March 14. Youth rugby activities scheduled that same weekend may result in scheduling conflicts but could also serve as recruiting opportunities for Tulane and LSU.

### **Fundraising Director – Adrianna Damato**

Adrianna shared a fundraising update highlighting the continued success of the team's Jello-O shot sales. Approximately \$1,200 was raised last month, bringing the total raised from Jello-O shots this year to \$3,346. Additional sponsorship contributions have been secured from Flour Moon, Forbidden, Traffic Commander, and Pals, totaling approximately \$1,000 so far, with a check from Pals still pending. Overall, the team has raised \$5,506 this year outside of tournament revenue.

Adrianna also outlined plans for the Mardi Gras Tournament raffle. Donations have been received from Nolita, Anna's, French Truck, Skeeta Hawk, and Smoke & Honey. Raffle tickets will be sold at the tournament at a price of \$3 for one ticket, \$5 for two tickets, or \$20 for twelve tickets. The merchandise table will sell raffle tickets, and signage and printed raffle prize lists will be prepared. Adrianna will also finalize the sponsor banner and coordinate with Malia to ensure sponsors are recognized on social media. King cakes have been donated and will be sold by the slice during the tournament.

### **Recruiting Director – Natalie Antonelli**

Natalie shared how she proposed establishing a structured rookie development program with monthly skill sessions covering rugby fundamentals such as offense, defense, rucking, positions, and team plays. The goal of the program is to support new players while reinforcing safe contact techniques and team strategy.

Natalie also reviewed progress on the Mardi Gras Tournament social events. Bar partners have been secured, drink specials arranged, and the event theme and promotional materials designed. Wristbands have been obtained for participants. Remaining tasks include sending confirmation messages to participating bars, preparing instructions for the bar crawl,

organizing team leaders for the event, purchasing balloons for the crawl leader, and printing drink menus and directional signage.

Finally, Natalie outlined the detailed food preparation plan for the tournament. Grocery shopping has already been completed with Alex and Sabine, and a spreadsheet has been developed outlining menu items, ingredient costs, expenses, and projected profits. Food preparation will take place over several days leading up to the tournament, including cooking pork in batches, preparing rice and beans, packaging food, and loading coolers for the event. Leadership also discussed borrowing tables from the Blues and coordinating pickups for jerseys, petty cash, and donated king cake. Natalie will continue recruiting outreach after the tournament, particularly in Slidell, Covington, and Chalmette.

Before concluding the meeting, leadership noted the need for pop-up tents to provide shade for trainers and referees during the tournament.

### **Adjournment**

The meeting was adjourned at approximately 8:30 PM.