

CHS Band Booster Board Meeting Minutes January 9, 2019

Attendees:

TJ Jeremiah, Cathy Jain, Alissa Mireles, Sally Araujo, Dina Masamoto, Janelle Scheftner, Peter Manzi

CHS Band Booster Board Meeting Agenda

Meeting called to order at 7:07 p.m.

Director's Report:

- The holiday concert lasted about an hour. The guard plans to run the bake sale at the rest of the band concerts this year.

- The winter concert will be on Wednesday, March 13th at 7:00 p.m. in the CHS gym. The concert will have a kaleidoscope theme.

- On Monday, January 14th, wind ensemble will go on their middle school recruiting trip.

- Final exams are in 2 weeks.

- The Arizona pre-trip meeting will be on Wednesday, January 30th. All participating students and one parent are required to attend.

Officer and Chair Reports

President:

- TJ will send out an email to all board members requesting that they let him know if they will be returning to their board positions next year or not. If they will not be returning, then he'd like to know if they know of any band parents who could possibly take over that position next year.

Exec VP:

- Cathy will talk with Karma about asking the bank where the band boosters have an account, US Bank, about being a corporate sponsor.

Treasurer:

- The current treasurer's report was shared.

- There is a \$47,889 balance in the booster bank accounts.

- ASB money has been allotted to band, but it's still in the ASB account. Band will need to go to ASB to request this money for specific items like purchasing music.

- So far, only half of winter drumline families have paid the full requested winter drumline donation. A payment reminder email will be sent out.

- Sally is going to put together a report showing the money brought in and spent so far this year and what still needs to be brought in and spent by the end of this fiscal year.

- We did not have a quorum at this meeting, so we couldn't vote to approve the current treasurer's report. We will vote to approve the January treasurer's report at the February 6, 2019 board meeting.

Secretary:

- We did not have a quorum at this meeting, so we couldn't vote to approve the December 5, 2018 meeting minutes. We will vote to approve the December 5, 2018 meeting minutes at the February 6, 2019 board meeting.

VP Communications: Nothing to report.

VP Ways & Means:

- Ruby's restaurant fundraiser brought in \$108.57.

- Shoe Drive Fundraiser:

- The band will work with Angel Bins out of Los Angeles. This shoe drive will accept any type of shoes with soles in good condition. Shoe pairs will need to be tied together with rubber bands. The band will earn \$.45 a pound. Janelle will put together a paper with information about this shoe drive fundraiser and put it inside a trash bag with several rubber bands to give to each student to use to collect shoes. Students who turn in a bag of shoes will be entered in a gift card raffle.

- There will be two shoe bag drop off dates at CHS:

- 1) Friday, January 18th from 6:45 to 7:45 a.m. at the band trailer. TJ will be there to help that morning.

- 2) Thursday, January 24th from 5:30 to 6:30 p.m. at the band gate. Janelle and her husband will be there with their van to collect the bags and then drive them to the band trailer at 6:30 p.m.

- The Angel Bins truck will come to CHS on Friday, January 25th to pick up all the bags of donated shoes.

- Janelle will send a flier with information about this fundraiser to Kym to send out in an email blast and also to Libby to send out to other outlets.

- See's Candy brought in \$800 in December. Dina will send out another See's Candy order form for Valentine's Day orders. Mr. Manzi will send these order forms home with students.

- ShopWithScrip tax forms went out to those who purchased gift cards in 2018. Someone is needed to take over Dina's role in running the ShopWithScrip gift card fundraiser next year.

VP Publicity: Nothing to report.

VP Uniforms: Nothing to report.

VP Transportation: Nothing to report.

VP Drumline: Nothing to report.

VP Guard: Nothing to report.

VP Travel: Nothing to report.

Freshman/New Parent Liaison: Nothing to report.

Hospitality: Nothing to report.

Banquet Chair: Nothing to report.

Gift Wrap Chair:

- Ideas for the giftwrap fundraiser next year:
 - Maybe have less volunteers work the morning shifts and more work the afternoon shifts.
 - The storefront was a great location, but it was more tucked away than when a table is set up out in the mall walkway. If giftwrap is in the storefront again next year, maybe the band can put up more signs and bigger signs.
- Janelle is going to ask the mall if the band can have the December 21st to December 24th dates for giftwrap. She will also ask about having students perform in the mall.
- Giftwrap supplies already been inventoried, so they now know what supplies need to be ordered for next year.

Spirit Wear: Nothing to report.

Alumni Chair: Nothing to report.

New Business:

- Winter drumline prop funding discussion:

An email was sent to board members during the winter holiday requesting an emergency vote on a budget amendment for \$3,170 payable to Enticing Tables for ramps/stages for winter drumline. Mr. Manzi said that he had spoken with CEF in the fall 2018 and that they had agreed to fund this purchase. At the end of December 2018, CEF told Mr. Manzi that funding for this prop was not approved, however Mr. Manzi had already ordered the prop at the end of November 2018, and it had been built and the payment was now due. This amount of money for a winter drumline prop had not been included in the band booster budget, so a vote to have the band boosters fund this prop purchase was requested last minute via email and the majority of the board approved.

Because no one on the band booster board knew about this winter drumline prop purchase prior to the last minute email request to pay for it, questions were raised about this purchase at this board meeting. The board requested that moving forward, they would like Mr. Manzi to inform the booster board ahead of time of any intended large purchases that are beyond the approved budget, even if they are slated to be funded by an outside organization, just in case this situation happens again and the responsibility to pay for an unbudgeted item falls back on the band boosters.

Meeting adjourned at 8:52 p.m.