

## **CHS Band Booster Board Meeting Minutes June 20, 2018**

### **Attendees:**

TJ Jeremiah, Kelly McEniry, Alissa Mireles, Cathy Jain, Libby McGuffin, Jon McGuffin, Julia Bergstrom, Tricia Fairbanks, Stephanie Roberts, Shakira Williams, Marisol Gonzalez, Lesley Fields, Phyllis Curley, Rick Curley, Jason Ferber, Elissa Kuznik, Dana Mekler, Paula Puriski, Peter Manzi, Scott Fields, Ellen Jeremiah

### **CHS Band Booster Board Meeting Agenda**

**Meeting called to order at 7:39 p.m.**

#### **Director's Report:**

- TJ, Cathy, Kym and Sally met several times to set up the CHARMS online program. Through CHARMS, band families can make direct donations, purchase items, access band related information and receive communications.
  
- Mr. Manzi demoed CHARMS ([charmsoffice.com](http://charmsoffice.com)).
  
- There will be Year 1 CHARMS registration nights at CHS for all band parents during band camp. There will be four parent registration nights: Seniors, Juniors, Sophomores, Freshmen (to follow the Freshman Parent Meeting). During the meeting, each parent will be provided with a Chromebook. There will be a brief overview presentation. Then parents can log on to their CHARMS account and will be guided step-by-step on how to register, make donations, purchase marching shoes, pay for football game night pizza, etc. Board members will learn how to use CHARMS at the next board meeting and will then be able to help parents at the registration nights.

#### **Officer and Chair Reports**

##### **President:**

- TJ met with Amanda Waters regarding guidelines that the band needs to follow when making donation requests. We cannot require donations. However, we can suggest an annual family contribution per student. Currently the annual suggested contribution is \$550 per student. The booster board discussed increasing this suggested contribution. Jon made a motion to increase the suggested annual contribution from \$550 to \$575. Lesley second. Motion approved.

**Exec VP:** Nothing to report.

##### **Treasurer:**

- Sally, TJ and Mr. Manzi will work on a plan for transferring some of the savings money into a long-term investment that will be earmarked for the purchase of future uniforms or a new band trailer. They will bring options to the board on how to earmark and invest this money.

- Sally is working on automatic payment options and direct deposit options on CHARMS.
- We can track donations by student on CHARMS. We will also give an option for anonymous donations.

**Secretary:**

- Cathy made a motion to approve the May 23, 2018 band booster board meeting minutes and June 8, 2018 general booster meeting minutes. Stephanie second. Minutes approved

**VP Communications:** Nothing to report.

**VP Ways & Means:**

- The Carlsbad Community Arts Grant paperwork is due on June 30<sup>th</sup>.
- The new ROI card fundraiser will be on Saturday, August 11<sup>th</sup>.

**VP Publicity:** Nothing to report.

**VP Uniforms:**

- The uniform carts were ordered from the local company, so there is no shipping fee. The carts will take 2 weeks to make.

**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.

**Spirit Wear:** Nothing to report.

**Alumni Chair:**

- CHARMS can be used to build alumni relations. Graduating seniors can be moved to an alumni category in the system.

**New Business:**

- Kelly brought up the topic of the winter drumline and winter guard budgets. A large portion of these budgets is spent on coaches' salaries. In order to bring in more money to help cover the winter drumline and winter guard budgets, the board discussed doing the following: 1) Seeing

what money can be brought in with grants and major donations this year; and 2) Increasing the suggested family contributions for winter drumline and winter guard. Once the marching season ends in November, the board will continue with the discussion to increase suggested contributions for winter drumline and winter guard.

- The next Booster Board meeting is on August 1<sup>st</sup> at 6:00 p.m. at CHS.

**Meeting adjourned at 8:43 p.m.**