



Band Booster Meeting Minutes

May 1, 2018

Meeting called to order by Booster President Teri Snowden at 6:33pm.

Teri called on Elaine Olaez for the Treasurer's report.

Treasurer Report:

Treasurer Elaine Olaez stated that the report is current as of today, although there is a discrepancy that will be corrected next report (The tax return should be listed in Treasurer's expenses not in the adjunct instructor column). Budgeting for this year was well done – with most of the income coming from the SNAP fundraiser. The Spirit Booth and the SNAP fundraiser brought in more income than expected. Still waiting on Scholarships and any payments for adjunct instructors to close out the expenses for the year. Due to timing and the need to pay the caterers for the band banquet, money will be transferred from one booster account to another booster account so that the budget can be closed out on time. Elaine needs to close out the budget by May 31 so any requests for reimbursement checks need to be turned in quickly. Please send requests to the Treasurer's email.

Booster President Teri Snowden asked for a motion to approve the Treasurer's report. Kathy Wilson motioned and Pam Millard seconded.

Booster President Teri Snowden asked for a motion to approve the minutes. Elaine Olaez motioned and Chema Gomez Brandi seconded.

Band Director's report:

Color Guard and Jazz Band will be performing this Saturday at 1:00pm and Percussion will be performing at 2:00pm.

Old Business:

Executive Committee Election Results – Teri Snowden stated that this is the last booster meeting of the school year. Results for executive board:

President: Debra Warren

Vice President: Pam Millard

2nd Vice President: Monique Pennington

Treasurer: Jennifer Klar

Assistant Treasurer: Elaine Olaez

Secretary: Lisa Weidmann

Teri reported that the new executive committee voted to add the position of 2nd Vice President, due to Vice President Pam Millard being the committee chair for the Silent Auction. Both VP and Silent Auction positions will be extremely busy at the same time, hence the need for the 2nd Vice President position. This is allowed in the by-laws.

New Business - Budget:

- As this is the annual budget meeting, the attendees went through the budget for next school year line by line. Dollar amounts will not be included with the minutes, only discussion raised during the course of the meeting. Areas that did not have significant discussion or change are not addressed in these minutes.
- *SNAP Fundraiser* – Kathy Wilson and Mr. Boening discussed plans for a fundraiser very similar to SNAP called Flashfund. The booster would receive a higher percentage of the funds raised. The projected income amount was increased from last year.
- *Flamingo* – currently no chairperson. Teri Snowden recommended tabling discussion since there was so much controversy with regards to proposed changes from earlier this year. Once a chairperson is named, Mr. Boening would like to discuss ideas. Needs to be simple to carry out and in place before summer band. Pam Millard has the program binders. Discussion occurred regarding how winners are determined. Mr. Boening recommended looking at percentages versus amounts since the large sections always seem to win the Flamingo contest. Perhaps a parent could volunteer at pick up and drop off to collect Flamingo proceeds. More money was spent this year than in previous years because of the way in which students earned t-shirts (more t-shirts were earned due to goals met versus competition winners). May not need to budget as much for next year.
- *Spirit Booth* – Kathy Wilson will need more volunteers.
- *Booster Membership* – ideas were discussed about perhaps creating sponsorship levels. Lorena Morrow will get ideas from the athletic booster club and Lisa Pattison also mentioned JROTC has sponsorship levels. Elaine Olaez recommended that we gather information to develop ideas for the following school year.
- *Meet the Band* – marketing occurs during band registration and during band camp

- *Concession Stand* – lost money this year. This is not considered to be a fundraiser but rather as a courtesy for the UIL participants. It has been recommended that having a credit card reader may make it easier for students to purchase snacks.
- *Sponsorship* – currently no chairperson. There is a list of sponsors on the band website.
- *Band Director Discretionary* – Mr. Boening expressed an interest/need for shelving for trophies – running out of room.
- *Pit Crew* – Scott Patton is chairperson. Repair on Lil Blue trailer is paid for by booster – may require a brake repair. Large trailer (Big Blue) repairs are paid for by district.
- *Spirit Baskets* – Lori Schnedler will be the chairperson. Parent baskets will also fall under this budget category.
- *Misc Hospitality* – budget increased for the purchase of portable tables and a dolly. Senior roses also fall within this category.
- *Publicity* – there has been previous discussion about podium wraps. Mr. Boening said they are distracting from the show. Debra Warren mentioned it was difficult to get pricing info about the wraps due to most schools no longer using them. It was decided not to pursue podium wraps.
- *Website* – currently no chairperson.
- *Color Guard and Winter Guard* – essentially the same category.
- *Scholarships* – increased the number of scholarships from three to five.

Other Business:

- Pam Millard asked about an idea to have t-shirts for marketing the Silent Auction/Fajita Dinner. We could make them available for purchase at summer band camp. The consensus was this was a great idea. Pam knows a vendor and Kathy Wilson said that maybe the shirts could be sold through the spirit booth.
- Elaine Olasz asked about the upcoming First Steps – which is for the incoming 9th graders. It will be May 10 from 6:00pm – 7:00pm. This would be a great time to recruit parents. Teri Snowden and Debra Warren will coordinate for signup sheets and forms. Committee chairs should be in attendance as well as executive committee to share information with new parents. Mr. Boening also provides information to the incoming parents and students. Hospitality has provided refreshments in the past.

Meeting was adjourned at 7:56pm.



Addendum

Band Booster Meeting Minutes

May 31, 2018

Secondary to training the Executive Board received at the Comal ISD Central Office on May 30, 2018, it was learned that an active Comal ISD employee cannot hold a financial office with a booster association. Therefore, our elected Treasurer, Jennifer Klar, cannot serve as Treasurer, as she is a Comal ISD employee.

On May 31, 2018, the Executive Board (Debra Warren, Pamela Millard, Monique Pennington, Elaine Olaez, and Lisa Weidmann) communicated via email regarding this issue. Amy White was recommended to serve as the new Treasurer. The Executive Board voted unanimously for Amy White to serve as Treasurer. (Bylaws Sections 7.12 and 7.14 refer to the President's authority to appoint with approval of two-thirds of the Executive Committee.)

Debra Warren emailed Matt Boening-Director of Bands, Norma Friddle- Comal ISD Director of Special Revenues and Compliance, and Michael Wahl- SVHS Principal regarding the updated Ranger Band Booster Executive Board Roster with the only change noted as:
Treasurer: Amy White. The Executive Board for 2018/2019 is:

President: Debra Warren
Vice President: Pam Millard
2nd Vice President: Monique Pennington
Treasurer: Amy White
Assistant Treasurer: Elaine Olaez
Secretary: Lisa Weidmann

Also secondary to training, it was determined that Pam Millard will be the 3rd signer for checks since Debra Warren (who would have been the 3rd signer for checks) will not be eligible to sign checks as she is a Comal ISD employee. Signers for checks will be Amy White, Elaine Olaez, and Pam Millard.