

SULTANA BAND BOOSTERS

General Meeting Minutes

Date: Tuesday, September 1, 2015

Minutes Prepared By: E. Ryder

I. Call To Order:

Meeting called to order on September 1, 2015 at 6:35 p.m., at the Sultana High School Band Room by President, Dale Ryder. The “**Pledge of Allegiance**” was conducted.

II. President’s Opening Statement and Report:

- We have several upcoming events. There are home Football games on September 4, 2015 against Banning, September 11, 2015 against Granite, and September 25, 2015 which is Homecoming against Victorville. We are hosting the Snack Bar for the September 11, 2015 game and Maria will cover staffing needs. The Hesperia Days Parade is on September 19, 2015, and we have upcoming competitions on September 26, 2015 at Redlands and October 3, 2015 at Oak Hills. We also have the Band Camp Rehearsathon coming up on September 12, 2015.
- The condition of the Snack Bar facility is in pretty awful shape. Dale performed a visual inspection of the facility when we were cleaning in there and found it to be in disrepair. There is duct tape on the floor, ceiling tiles are stained and damaged, there is an infestation of rodent and insect activity inside, and the Southwest corner of the building is rotting out and appears to be ready to collapse. The electrical outlets need repair, and it appears that the electrical box needs to be upgraded. We need to find someone to perform an inspection of the facility for us in order to address the necessary repairs with the school. Further, we understand that if we use the facility, we need to clean up after ourselves, but it should be the school’s maintenance person who should be performing regular maintenance on and within the building, which is something that we may need to pursue later.
- Annie, who is the President of the Football Boosters, has suggested that we conduct a joint fundraising event. Dale thinks this is a good idea for us to show support to the other Booster organization on campus. A good idea for a potential joint fundraising event was made regarding our hosting of a Car Show. If we do co-host a fundraising event with the Football Boosters, we need to set up ahead of time how we divvy up the proceeds and the duties between the organizations. Dale suggests that we meet with the Football Boosters and determine our joint and individual responsibilities and create a written document, such as a contract, to specify the requirements within our agreement and ensure that the agreement is followed. That way we can make sure that the agreement is fair and egalitarian and stand less of a chance of having a dispute after the event has occurred. We want to maintain good relations with the other Booster organizations for the school.
- A safety issue occurred on Saturday at the Car Wash event. The wind came up and blew one of our pop-ups up and injured a parent and a student. Every time we use the pop-ups or EZ-ups, we need to anchor them so that they don’t blow away.

III. Board Officer Reports:

- Minutes for the previous Sultana Band Booster Meeting conducted on Tuesday, August 4, 2015 were reviewed. Dale motioned to approve the previous Meeting minutes. Nicole seconded. Dale asked if anyone opposed the Minutes. No one said anything. Dale declared that with no opposition, additions, or changes, the Meeting Minutes were approved.
- Elaine, as Secretary for the Boosters, addressed the membership about the problem of items going missing from the Booster Room and inventory items that we thought were available for events have been used. There is no accountability and we are not notified if items that the students purchase need to be restocked. Mr. Costantino stated that the kids are purchasing food items from the room, but thinks we should use a bin to put inventory items that are strictly for the Booster events so that the kids know not to touch them. Dale stated that we have an inventory control problem and need to discuss ways of ensuring that food items we purchase for events are available for those events, since the Booster room is used for storage of those items. Julie said that it would be impractical for us to put the volume of items we purchase for events into a bin. Jackie said that there was money in the room for the purchases, and that we need to separate items that we have for events from items that the kids can buy, and so we would know what was needed to replenish the supplies for what the kids are buying. Dale suggested that Mr. Costantino, Dale, Jackie, and the Student Counsel Representatives meet to discuss the issue at a later date in order to come up with a viable solution to the problem.
- Julie presented the August, 2015 Treasurer’s Report. She reported we have \$5,311.27 in our account and \$3,266.10 in our savings account. We received a \$7.31 deposit from Amazonsmile for purchases and have received a \$50.00 deposit for Macy’s. Carolyn motioned to approve the Treasurer’s Report. Margie seconded. Vote: Fifteen (15) votes in favor. None opposed. Four (4) abstained. Motion carried and the Treasurer Report was approved.

IV. Vice President of Volunteer's Report:

- Maria stated that she would like at least 15 volunteers to man the Snack Bars on September 11, 2015. She would like to have a couple of parents and some kids in the stands and needs some parents to help with the equipment on the field. She would really like to use both Snack Bar areas for when we have the Snack Bars for the football games. Julie added that the new Alumni organization has requested to do the 50/50 fundraiser at the September 11, 2015 football game for us. Angel said that they could also provide people to help with selling items in the stands.
- Maria stated that she also needs parents to help with the Hesperia Days Parade and our competitions. She handed out sign-up sheets requesting that anyone interested in helping out on those days put their names on the list for her to contact.

V. Vice President of Fundraising's Report:

- Jackie stated that she is trying to get ideas or suggestions for food and snacks to feed the kids for competitions. We usually provide snacks and a lunch or dinner, depending upon the time of the competition. We are trying to get donations to help us with this endeavor. She is open to receiving any suggestions or donations anyone would like to make.
- Jackie then reported that we made \$265.00 in ticket sales and \$40.00 on the Snack Bar for the DCI video viewing. We made \$60.00 in button sales, \$82.00 for the Snack Bar, and \$94.00 at the Spirit Table for Back to School Night. For the Car Wash, we made \$695.00 for Car Wash ticket sales, which include both pre-ticket sales and walk-ups, and we also received \$186.00 in donations and made \$87.00 for Spirit Table sales.
- We have not received any money or numbers from sales by Juice It Up for the Back to School Night event. Juice It Up is offering the booklet sale fundraiser where we receive booklets for no money up front we sell them for \$10.00 and receive \$7.00 back for every sale. We need to see if and when we want to do that as a fundraiser.
- Julie stated that she has made several attempts by e-mail and phone to get ahold of the Manager at Pieology and has been unsuccessful in getting him to respond. She suggested that we look into holding a fundraiser at Chipotle's. The Football Boosters have requested that we only hand out flyers on the nights we have the Snack Bar. Annie (the Football Booster President) wanted to bring in a food service truck to handle the other side Snack Bar area and give us 15% of their sales. Maria believes that if we can get enough people, we can run both snack bars. She did not like that the Football Boosters were making decisions and dictating what we are going to do for our Booster organization. Julie stated that ASB is the organization that makes the determination as to which Booster organization gets assigned dates to host the Snack Bars but doesn't limit what we can sell or have for vendors. Mr. Costantino stated that Mr. Lugo came to him and gave us our two dates for the Boosters, but then came back and gave us a third date because the ASB is not hosting any Snack Bars this year. Julie stated that she would like to make it more standardized on pricing this year with the Football Boosters so that there is not such a difference from one week to the next.

VI. Equipment Manager's Report:

- John stated that Carpet Corral donated carpet to be put in the trailer. He and Tony installed the carpet last weekend, but are going to put 4' carpet on the sides, as well. Carpet Corral has expressed interest in becoming a corporate sponsor for the Band, so he would like us to take a letter over to them.
- John then said that he has been out looking for wire shelving to put in the trailer, but has only been able to find 30" by 8" at the stores. We need to have a larger size wire shelving unit to accommodate the trailer. Tony said he will get together with John to see if they can find the wire shelving that will fit. Dale stated that if the Boosters need to approve more money for the purchase of equipment to fix up the trailer to let us know and we can call an emergency meeting.

VII. Director's Report:

Mr. Costantino provided the following information:

- We have 51 students currently enrolled in the Band/Color Guard program.
- We have a new date for a performance for the band. The County Superintendent's office called Mr. Bird and requested that we perform at their State of the Education Address. The band will be performing on Thursday, September 24, 2015 at 3:30 p.m. They will be playing a patriotic medley. He will need chaperones for the busses and parents are welcome to attend. He will be sending packets home next week. The Superintendent's office is paying for the transportation.
- The past alumni students have been getting together and have created an Alumni organization. They want to help us with promoting things like fundraisers, raising money, and helping us with events.
- Mr. Costantino stated that he, Dale, and Elaine met with Mr. Bird to discuss the equality of providing coaching stipends for the Band. The other High Schools in the area receive two coaching stipends from the District. We only receive one for Kevin. We requested that the District provide a coaching stipend for Alex, our percussion coach. He received word today that Alex will be receiving a coaching stipend from the school. He will be considered a school employee and will be paid \$1,500 per Semester

starting September 1st. He will get the other stipend in May. This will help us in what we have to pay out for our coaches. He will bring up with the District for us to pay extra from the Boosters to cover the rest of the cost to have Alex as a percussion coach.

- Also in the meeting with Mr. Bird, we brought up the state of our field podium and that the condition is unsafe. Mr. Bird had him provide information on the type of field podium we would need, and has informed him that we will be getting a new field podium.
- He has started a new fundraising campaign today in order to raise funds to purchase new instruments. Some of our instruments are over 20 years old and are in need of replacement. The campaign is called 20 in 20. He wants to raise \$20,000 in 20 days to be able to purchase new instruments for the band and orchestra. He has had to turn away students because he did not have enough instruments to allow them to play. You can log on to the GoFundMe website to contribute to the fundraiser. The site is Gofundme.com/SultanaBand20. You can also find information for this fundraiser on Facebook under Sultana Black & Teal Brigade.
- He would like volunteers to help with a sewing project to make props for the band. We will be making 10' X 4' fabric backdrops to be put on wood frames. He would like to have a group of volunteers bring sewing machines on September 12, 2015, during the Saturday Band Camp and Rehearsathon, to work on the sewing project. He requested any interested persons to contact Elaine to help out with this sewing project.
- We have revised the Corporate Sponsorship letters to provide to small businesses. We will be also selling advertisement space for the trailer.
- We will need at least two (2) parents for each home football game to help out in the stands to prevent spectators from sitting in the space allotted for the Band and Color Guard. We will also need some parent help to move equipment onto the field for games and competitions. We would need at least three (3) to four (4) people. We also need parent helpers for the Hesperia Days parade to help pull wagons and provide water to the kids. We will need three (3) to four (4) people to help out with the hospitality with feeding the kids at the competitions. He also needs someone to help pull the trailer. He requested that any interested persons wanting to help out contact Maria.
- Mr. Costantino wanted to give a special "Thank You" to John and Tony for installing the carpet inside the trailer. He wanted to acknowledge all the hard work that went into that. Thank you also for getting the extra carpet to put on the trailer walls. Thank you to all the parents who helped out at the Car Wash, and for bringing watermelon, doughnuts, and water for the kids.

VIII. Old Business:

- Dale stated that regarding the purchase of Booster shirts Maria had a paperwork snag, but she is working on it and will post it. Maria purchased tote bags for the kids and they are really nice. Mr. Costantino is checking into getting the bags embroidered. Dale thanked Maria for doing such a good job in obtaining the tote bags.
- Dale then stated that in regards to the trailer, we have checked with Apache Trailer and the vehicle title and registration is still pending. Once we receive the title, we can prepare the letter to the District to transfer the title and registration to them. Julie stated that she has been looking into getting insurance for the trailer. There were a couple of men looking at the trailer and taking pictures a couple of weeks ago, and the Booster's insurance provider, Nuncio, stated that we can have a \$10,000 insurance policy for \$100. The policy is good for a full year and cannot be pro-rated. Maria motioned to purchase the trailer insurance. Tony seconded. Vote: Eighteen (18) votes in favor. None opposed. One (1) abstained. Motion carried.
- Dale added that he purchased a wheel lock boot for the trailer in order to protect our investment. He went and picked it up today. The wheel lock boot will be installed on the trailer tomorrow during daylight when we can see what we are doing.
- Dale brought up the position of Historian again. We need someone with video recording equipment to document events for the Band and Color Guard. We could then create a DVD that people can hang on to and have as memories.

IX. New Business:

- We have guest speakers representing the newly formed Alumni organization. Joe Lord, Angel Pena, and April Pena are here to tell us about their association. Joe said that the Alumni have formed an association to help the Band and Color Guard and provide volunteer support for our fundraising and events. They have agreed to run the 50/50 fundraiser at the Football games that we host with the Snack Bar. They will try to have at least one representative at each Booster meeting. One of the fundraisers the Alumni came up with is to host a Car Show. Angel stated that she had attended a Car Show in Palmdale which was hosted by a school's Football Booster organization and thought it would be a great way for us to make some money. All the cars paid \$20 or \$25 to enter and they had 50 cars. We would have to put up money for the trophies, and we could get vendors for the event. Discussion ensued and the only date that we could hold a Car Show would be on October 10, 2015. Mr. Costantino said he was trying to get approval from the District to host the Car Show, but he does not believe that he can get the paperwork approved before October 10, 2015. He added that if we held the event as a Booster event, we can complete a Facility Use form, which is approved a lot quicker and since we come under the "A" classification as a non-profit organization, there should be no charge for use of the facility. Maria said that we could host a snack bar and make more money that way. Julie added that we could ask Maui Wowie to be a vendor. Angel said that they were working on a flyer to promote the Car Show, but we have to start now so that we can get the

word out and get a lot of participation. She has asked a person she knows who does these Car Shows to be a Judge. April suggested that Mr. Costantino and Mr. Bird could be Judges as well. John motioned to host a Car Show event on October 10, 2015. Julie seconded. Vote: Sixteen (16) votes in favor. None opposed. Three (3) abstained.

- Dale stated that America’s Tire went out of their way to cooperate and help us on Saturday for the Car Wash fundraising event. He thinks it would be nice to provide them with a plaque to recognize their contribution to help us. Cindy suggested that we have a picture of the Band made and put in a frame that can be signed. Nichole motioned to prepare a picture in a frame to present to America’s Tire. Maria seconded. Vote: Eighteen (18) votes in favor. None opposed. One (1) abstained. Motioned carried
- Dale brought up that we need to purchase new Igloo water carriers. Mr. Costantino stated that he would like at least three (3) new ten (10) gallon containers for the kids, since they go through the five (5) gallon containers quickly. They are down to two (2) water carriers because one of the spigots broke this week on one of their old carriers. John said that we can get the ten (10) gallon containers for under \$50 apiece, and he can try to get some donated. Cindy motioned to spend no more than \$200 to purchase three (3) new ten (10) gallon Igloo water containers. John seconded. Vote: Eighteen (18) votes in favor. None opposed. One (1) abstained.
- Dale brought up getting some heavy duty vinyl banners for the Band. We already have money authorized to purchase the banners, but nothing was ever done. He also said that he would like to see a long horizontal banner and one that is a smaller vertical banner for the Band made and does not think the Band Boosters need a separate banner, since the Boosters are working on behalf of the Music program. Julie stated that it was because of a design issue that the banners were never ordered. Cindy is trying to get them donated, but she needs to have an approved design to present to them. Dale suggested that he get together with Mr. Costantino to work out a design.
- John stated that since we were talking about banners, maybe we could look into having some professional signs made for when we are hosting an event like the Drumline competition. The last ones we had blew away and were damaged. Dale said he will get with Mr. Costantino and Theresa, our Special Events Coordinator, to get some signs made. Mr. Costantino suggested we have signs for spectator parking, bus parking, and equipment parking. Cindy suggested that we could possibly have these signs made at the same time we have the banners made.
- We need to get a written estimate for the cost to put a logo or wrap on the trailer.

X. Open/Tabled for next meeting:

- Logo or wrap for trailer.

XI. Next Meeting: October 6, 2015 at 6:30 p.m. at the Sultana Band Room.

XII. Meeting Adjourned at 8:17 p.m.

XIII. Attendance:

<u>Dale Ryder</u>	<u>Maria Gebhardt-Lopez</u>	<u>Joe Costantino</u>	<u>Julie Lord</u>
<u>Elaine Ryder</u>	<u>Jacqueline O’Hare</u>	<u>Margie Mills</u>	<u>John Mills</u>
<u>Stacy Rothwell</u>	<u>Tony Rothwell</u>	<u>Marie Boyd</u>	<u>Theresa Owen</u>
<u>Cindy Phelps</u>	<u>Nicole Trozzi</u>	<u>Joseph Lord</u>	<u>Carolyn Duax</u>
<u>Heather Mellor</u>	<u>Angel Pena</u>	<u>April Pena</u>	<u>Gladys Martinez</u>

Minutes submitted by: E. Ryder Signature: Elaine Ryder Date: 09/04/15