

SULTANA BAND BOOSTERS

General Meeting Minutes

Date: Tuesday, September 2, 2014

Minutes Prepared By: E. Ryder

I. Call To Order:

Meeting called to order on September 2, 2014 at 6:37 p.m., at the Sultana High School Choir Room by President Tony Rothwell.

II. The “Pledge of Allegiance” was conducted.

III. Secretary presents previous Minutes for Review and Approval:

Minutes for the previous Sultana Band Booster Meeting conducted on Tuesday, August 5, 2014 were reviewed. Jaqueline motioned to pass the minutes, as written, and John seconded the motion. Motion carried with 5 votes in favor, and with none opposed. Five (5) abstained. Result: Minutes Approved

IV. President’s Report:

- Julie updated the Boosters for the Barnes & Noble Fund-raiser. Our Book Fair is scheduled for December 1st where we will also do the wrapping fund-raiser. Fund-raiser will be conducted through ASB so that we can advertise at the school. Contract needs to be completed and signed.
- Tony brought up old business. Requested topics be tabled until the next meeting. Review of the Booster By-Laws and the corporate fund-raiser letter. The new checks for the Treasurer are also tabled until Stacy can report on her research. John motioned to table items until the next meeting. Margie seconded. Motion carried with 5 votes in favor, and with none opposed. Five (5) abstained. Result: Motion passed.

V. Vice President of Volunteers/Chaperones Report:

Maria provided the following information:

- We need to fill chair positions for the parents. Need help with the Rehearseathon, CPR/First-Aid Training, and recycling on September 6th. Maria offered to help Jacqueline with Hospitality.
- Need help from parents for the Hesperia Day Parade on September 20th, and for the competition at Redlands on September 27th. She needs 8 to 11 volunteer to help the kids with the props. We will also need volunteers for the Oak Hills competition on October 4th.
- Requested Ryder contact Theresa Owen about getting information out on the facebook page.

VI. Vice President of Fundraising’s Report:

- The Boosters have the Snack Bar for Senior Night, October 17th Football Game. Will prepare a price list for items. She would like to sell hot dogs, pulled pork, funnel fries, nachos, Cup-O-Noodles, chips, sodas, and Monsters. We need to purchase cups with lids, boats, and candy. Requested money to purchase items. Julie motioned not to exceed \$500 to purchase food for the snack bar. John seconded. Six (6) voted in favor. None opposed. Four (4) abstained. Result: Motion passed.
- Our Hospitality Chair, Jacqueline needs money for feeding the kids on Saturday, September 6th for the Rehearseathon and Saturday, September 27th for the competition at Redlands. Discussion ensued with it being decided that the Boosters will purchase Del Taco and Wendy’s for the kids to purchase for the Rehearseathon and it was decided to not exceed \$150 for the purchase of food for the competition at Redlands. John motioned for the money to be allotted for food. Margie seconded. Six (6) voted in favor. None opposed. Three (3) abstained.
- Friday, September 5th is the last day to sell Duck Race tickets. They are \$20 and \$10 per ticket comes back to the Boosters. John made a motion to buy five (5) Duck Race tickets by the Boosters. Discussion ensued with Margie seconding the motion. Seven (7) voted in favor. None opposed. Three (3) abstained. Result: Motion passed.
- Julie stated that Stater Bros. orders are also due on Friday, September 5th. Since it was approved at the last Booster meeting, she will purchase \$500 of Stater Bros. cards so we can sell them at football games and at other fund-raising events.

- The CPR and First Aid, recycling, and “Fill the Drum” fund-raiser events are this Saturday. Advertisements for the events were in the newspapers. Requesting boxes from U-Haul be purchased for recycling. Money received from recycling of plastic bottles, glass bottles, cans, and ink cartridges will go to us. The money for the “Fill the Drum” fundraiser she would like to go to the trailer. Roxanne motioned that the money collected in the “Fill the Drum” fundraiser will go for the trailer. John seconded. Five (5) voted in favor. None opposed. Four (4) abstained.
- The Chipotle fund-raiser is scheduled for September 29th. The event is from 4:30 p.m., until 9 p.m. The Boosters get 50% of all sales, so we need to hand out flyers advertising the event. We are not allowed to hand out flyers in front of Chipotle’s the night of the event, but we can hand out flyers in front of other businesses in the area, like Target, Staples, and Bed, Bath, and Beyond. The purchase of Chipotle gift cards will also count towards the total.
- December 1st is scheduled for the Barnes & Noble Book Fair and Wrapping fund-raiser event. Need volunteers to sign up for wrapping.
- Julie checked with the school print shop. They cannot make decals. She hasn’t ordered the car decals yet, so she will order them from Patterson so that we will have them available for sale at the spirit table.
- Discussion ensued about purchasing copies of flyers. Can run copies through the school print shop. They charge \$.19 cents for single side Black and White copies and \$.21 cents for color copies. It may be cheaper to run copies through Patterson. Julie will find out if we can set up an account.
- Julie e-mailed Dale Ryder the Booster logo and he is working on cleaning up the graphics.
- Julie would like to order a large vinyl banner for the Boosters to put up when we have the spirit table or other fund-raising events. Roxanne had received a quote for a 3’ by 2’ banner for \$75. Mr. Constantino looked up vinyl banners from Staples and quoted the following prices:

3’ by 1-1/2’ banner	\$24.99
4’ by 2-1/2’ banner	\$44.99
6’ by 2-1/2’ banner	\$54.97
8’ by 3’ banner	\$69.99

Discussion ensued regarding purchasing two vinyl banners not to exceed \$75. Roxanne motioned not to exceed \$75 to purchase two banners. Carolyn seconded. Vote: Five (5) voted in favor. None opposed. Four (4) abstained. Julie will order two banners from Staples.

- Football has requested the Band Boosters to do face painting at football games. The “S” stencil they are using is messy and difficult to work with. Julie is looking at getting some teal “S” temporary tattoos to use in place of painting an “S” on the faces. She is hoping to modify the “S” she has to a teal color so that she can use it to order the tattoos.

VII. Treasurer’s Report:

Starting Balance: \$4,384.29	Deposits: \$2,343.00	Expenses: \$504.53
Outstanding Checks: \$700.00	Outstanding P.O.’s: \$0.00	Ending Balance: \$5,522.76
Ending Balance per Mr. Constantino: \$6,002.76		

They are writing checks for entry fees totaling \$900.00.

- Julie stated we made \$115 in Macy Card Sales. Mr. Constantino corrected amount to \$120.
 - Received donation of \$250 from Julie’s company, McKesson.
 - Sold \$1,000 of Stater Bros. cards making \$60 for the Band.
 - DCI made \$388. The Spirit Table made \$50.
 - The Car Wash fund-raiser made \$385 in ticket sales. We made \$320 in walk up sales. We received a total of \$220 in donations towards the trailer.
 - The Spirit Table for the Car Wash, the Football game, and Back to School Night made a total of \$244.
 - The Boosters also received a total of \$62 from Juice-It-Up.
- Roxanne motioned to approve the Treasurer’s report. John seconded. Vote: Five (5) approved. None opposed. Four (4) abstained. Result: Treasurer’s report was approved.

VIII. Director's Report:

- Some students still need physicals. Also some students need to return the permission slips for the competitions. Fund-raiser forms are also due.
- The Band kids will be hosting a Club Fair on Friday, September 5th. The Orchestra will be hosting a Club Fair on Friday, September 12th. All money will go through the ASB.
- Homecoming is on September 19th. Would like to have the flags made by then to use for the show.
- The Hesperia Day Parade is on September 20th. Need volunteers to walk with the kids, give them water, and pull the wagon.
- September 26th is picture day. A flyer is going out. We are taking pictures and a picture book will be ready to review by October 7th.
- September 27th is the Preview of Champions.
- October 4th is the Oak Hills competition. Kids will be bussed to that event. He will need parent volunteers to help move equipment and props.
- He will be providing an itinerary to the kids for upcoming events.

IX. Equipment Manager's Report:

- The covered wagon is almost completed. He is looking for some parts he needs to finish it. Sherman Williams has a special deal to get a canvas tarp for it.
- He still has about \$300 on his card for his budget. John asked if he could be reimbursed for out-of-pocket costs by ASB for making repairs to the equipment or props. Mr. Constantino stated that we were allotted \$1,200 for repair and maintenance, \$700 is from ASB. That includes money for making the props. If you purchase supplies for repairs out-of-pocket, John can be reimbursed for those expenses by turning in his receipt. One cannot purchase supplies with the Booster Card to get reimbursed from ASB.
- Lumber place in Lucerne Valley needs a letter on letterhead in order for him to go and get supplies.

X. New Business/Open Forum:

- Mr. Constantino: There is a company which produces a merchandise catalog that can be customized for the band. They can use our logos and colors. If you sell 100 items, you can earn \$9 per sale. They have order forms for the catalog. This company will make the product and we pay. It is \$3 to \$9 per item. We can get money for buying stuff for competitions. John motioned for \$25 to be spent to purchase stuff for competitions. Jacqueline seconded. Vote: Five (5) approved. None opposed. Four (4) abstained.
- Julie stated that the taxes need to be done soon. The numbers are all there in the drop box, and the forms need to be done. She needs someone that understands taxes to help complete the forms.
- John stated misters were being sold at the football game for \$15. If you buy the mister without the lanyard and sock, it is only \$10. He thinks it might be a good fund-raiser for us since we would get \$5 back for every one we sell. He has a card from the lady.

XI. Open/Tabled for next meeting

Review of Booster By-Laws
Corporate advertising letters
New Checks Request by Treasurer

XII. Next Meeting: October 7, 2014 at 6:30 p.m. at the Sultana Band Room**XIII. Meeting Adjourned at 8:10 p.m.****XIV. Attendance:**

<u>Tony Rothwell</u>	<u>Julie Lord</u>	<u>Roxanne J. Olsen</u>	<u>Marie Boyd</u>
<u>Maria Gebhardt-Lopez</u>	<u>Carolyn Medina</u>	<u>John Mills</u>	<u>Margie Mills</u>
<u>Jaqueline O'Hare</u>	<u>Elaine Ryder</u>		

Minutes submitted by: _____ Signature: _____ Date: _____