

# **Sultana Band Boosters**

## **General Meeting Minutes**

**Date: Tuesday, March 1, 2016**

Minutes Prepared By: E. Ryder

### **I. Call To Order:**

Meeting called to order on March 1, 2016 at 6:31 p.m., at the Sultana High School Band Room by Vice-President, Maria Gebhardt-Lopez in President Dale Ryder's absence.

The "Pledge of Allegiance" was conducted.

### **II. President's Opening Statement and Report:**

- Elaine stated that in regards to the required Audit or Financial review, Dale has called and left a message for the Accounting firm to get an estimate of what a financial review would cost us. He has not received a return telephone call as of this date. The financial review will have to be tabled until the next meeting.

### **III. Board Officer's Reports:**

- Maria asked everyone present to review the previous Booster Meeting Minutes for February 2, 2016. Margie motioned to approve the February 2, 2016 Booster Meeting Minutes. Stacy seconded. Vote: Nine (9) votes in favor. Three (3) abstained. None opposed. Motion passed and the Minutes were approved.

### **IV. Treasurer's Report:**

- Julie stated that she deposited about \$23.40 from the Amazon Smile account.
- Julie said that she also deposited \$273.50 that we made off the snack bar we had at the Honor Band concert.
- Julie then stated that she transferred \$3,000.00 from Savings to our Checking account to pay for the wrap on the trailer.
- Julie also said that she deposited \$1,350.00 deposited for the Stater Bros. cards. She has Stater Bros. cards for sale if anyone wants to purchase them.
- Tony motioned to approve the February, 2016 Treasurer's Report. Theresa seconded. Vote: Eleven (11) votes in favor. Two (2) abstained. None opposed. Motion carried and the Treasurer's Report was approved.

### **V. Vice President of Volunteer's Report:**

- Maria stated that we have several events coming up. The Drumline competition is scheduled for Saturday, March 12, 2016 and we need volunteers for all kinds of jobs for the event. She needs people to help with setting up, clean up, parking, passing out flyers, band check-in, concession stand, ticket sales, and program sales. We need volunteers to work from about 10 a.m., to about 4 p.m. on that date. She has a sign-up sheet and asks that people please sign up for the different positions.
- Maria then brought up the NASCAR fundraiser that is happening on Saturday, March 19, 2016 and Sunday, March 20, 2016. We need 40 people to help out for both days. The company that runs the concession stands for the NASCAR event prefer that all volunteers be over the age of 18, but will accept 16 and 17 year olds, if they have signed permission slips. Everyone must have State or Federal issued identification for when they check-in and they would like the volunteers working in a concession stand to have their Food Handler's cards. Volunteers need to be at the Fontana location at 8 a.m., until 6 p.m., on Saturday, and at 5 a.m., until 6 p.m., on Sunday. She said that last year, we made over \$3,000.00 from the NASCAR event.

### **VI. Vice President of Fundraising's Report:**

- Jackie stated that for the NASCAR event, volunteers must wear black pants, black shoes and black socks. We will provide the shirts and hats. The company does not allow shorts. Long black Capri pants are allowed. Maria added that at the end of the event, the shirts must be returned to us so that we can wash them and re-use them next time.
- Jackie said that we will be having a snack bar and the spirit table at the Spring Concert event on March 8, 2016.

**VII. Equipment Manager's Report:**

- John said that the trailer ramp is done. Mr. Costantino has receipts. With the non-skid paint on the trailer ramp, the trailer is done. He needs \$5.00 for gas. He is also working on getting an estimate for the damage done to his truck when he was transporting the golf cart. He will submit the estimate as soon as he receives it.
- Theresa stated we will have a Drumline planning meeting at Pasco's on Thursday, March 10<sup>th</sup> at 6:30 p.m. She sent an e-mail to the newspaper for the Community event calendar and would like to see it advertised at the school. She said that she will need some supplies for the Hospitality and Judges Hospitality for the event. Julie said that we already have \$150 for miscellaneous supplies in our budget. We have a total of \$2,500.00 in our budget for this Drumline event. Jackie said that she will be going shopping for the Drumline event and will be handling the Hospitality. Theresa will be handling the Judges Hospitality area.
- Elaine asked for some help to make the jellyfish for the Drumline show on Saturday, March 5, 2016. Maria and Theresa said that they would help Elaine make the jellyfish props for the show.
- Maria added that she was trying to set up with Mr. Costantino to get a voucher for volunteers to get their Food Handler's cards.

**VIII. Music Director's Report:**

Mr. Costantino was not present for the meeting so Maria read from a list that he provided.

- Friday, March 4, 2016, the Band is having photographs taken. Since our photographer was not able to take pictures for the Fall season due to a misunderstanding with the Football Boosters, they will be taking pictures for Marching Band, Symphonic Band, Concert Band, Drumline, Color Guard, Winter Guard, and Winter Percussion. Mr. Costantino needs to have money approved to pay the photographer. Julie stated that we authorized \$500.00 last year. Maria motioned that we not exceed \$500.00 to cover the costs of the photographer. Cindy seconded. Vote: Ten (10) votes in favor. Five (5) abstained. None opposed. Motion to approve money, not to exceed \$500 to pay the photographer has passed.
- A Guard Camp is scheduled for Saturday, March 5, 2016 before their competition at Roosevelt High School Drumline also has a Camp scheduled for March 5, 2016 from 8 a.m., until 5 p.m.
- The Spaghetti Dinner fundraiser has been canceled. Instead, we will be hosting a Snack Bar at the March 8, 2016 concert. Jackie said that she needs some money to stock the Snack Bar. Maria motioned to approve money, not to exceed \$100.00 to purchase items for the Concert Snack Bar. Beth seconded. Vote: Eleven (11) votes in favor. Four (4) abstained. None opposed. Motion to authorize money, not to exceed \$100.00, to stock the Concert Snack Bar is approved.
- The kids will be participating in the Symphonic Band Festival on Thursday, March 10, 2016 in Phelan. They will be performing at 4 p.m., at Serrano High School.
- The Drumline competition that we are hosting is on Saturday, March 12, 2016. We need extension cords, so if anyone can allow us to borrow their extension cords, we would appreciate it.
- The New Life Church is donating money to the Sultana Music Program. In appreciation, we are having a Concert featuring the Band and the Choir at the New Life Church on Thursday, March 17, 2016. The Concert will be from 6 p.m., until 8 p.m. There will be a dress rehearsal on Wednesday, March 16, 2016 at 5 p.m. Julie stated that the Church has agreed for us to host a Snack Bar and the Spirit table. We can sell pre-packaged goods, but we can also sell cupcakes. We can set up at 5 p.m., the night of the Concert. The Church is asking for a \$5.00 donation for admission into the Concert.
- Mr. Costantino came into the room and joined the meeting at this time. He stated that there will be a Drumline Camp scheduled of Saturday, March 19, 2016, the same day as our NASCAR fundraising event. The Winter Guard has a competition on Sunday, March 20, 2016.
- The City of Hesperia is acknowledging the Band and Color Guard on Tuesday, March 15, 2016 at 6:30 p.m., at City Hall. He would like students to attend the ceremony.
- Spring Break begins Monday, March 21, 2016. Mr. Costantino reiterated that he has scheduled a Drumline Camp for Saturday, March 19, 2016 and that Winter Guard has a competition scheduled for Sunday, March 20, 2016. Winter Guard also has another competition scheduled for Saturday, March 26, 2016. Drumline has a competition on Saturday, April 2, 2016 at A. B. Miller.
- Mr. Costantino reiterated that band pictures are scheduled for Friday, March 4, 2016. He has asked the photographer to also take individual photographs of the kids, as well as the group photos. He said that the pictures are going to cost over the \$500 we previously allotted. Stacy motioned to approve money, not to exceed \$1000.00 towards the pictures. Both Cindy and Beth

seconded. Vote: Twelve (12) votes in favor. Three (3) abstained. None opposed. Motion to approve more money for pictures is approved.

- Mr. Costantino stated that the Wrap is now on the trailer and he is quite pleased with the design and the way it turned out. He said that we can now go out and sell advertising for the trailer. Elaine informed Mr. Costantino that the Boosters like the trailer wrap design, however, she and her husband, President Dale Ryder, have received numerous complaints from the Booster members that nowhere on the trailer does it indicate that the Sultana Band Boosters are supporters of him and the Sultana Music Program. We would have liked to have something on the trailer, even if it is our Booster logo, to show that we support the kids. Mr. Costantino said that it is implied that the Boosters support the Music Program in the Music Program logo that is on the trailer. He didn't think that the Booster logo on the trailer was necessary. Elaine pointed out that it is because of the donation to the Boosters that we were able to purchase the trailer, that it was the Boosters who paid for the interior of the trailer to be built to his specification and it was John and Tony, with some help from Dale, actually built the interior which was a lot of time and effort. It was Booster money who paid for the trailer wrap and would have been nice for him to acknowledge all that the Booster's do for the program, somewhere on the trailer. Now, we will have to spend more money to place an acknowledgement on the trailer, which is not fair to us. Elaine also pointed out that the title to the trailer is still in the Booster's name. Mr. Costantino expressed his disappointment towards Elaine for not going out and selling trailer advertising when he asked us to do so when he was designing the trailer wrap. Elaine notified Mr. Costantino that she had informed him previously that the Boosters were in the process of selling advertisements for the Drumline program and it would not be feasible for us to also sell trailer advertisements at the same time. We have sold \$900.00 in Drumline program advertisements which is quite a lot of money for the program. Mr. Costantino responded that it is Booster money, not his money. Elaine then pointed out that every dime the Booster's make go in one form or another to the Music Program and the kids and we have never denied him any request for funds that he has asked for if we have the money available. Mr. Costantino commented that the Boosters were just the check writers for him. Maria turned to him and said "So basically, all we are to you is your ATM?" Mr. Costantino nodded and replied "Yes." Elaine then asked about sending the letter to the District to transfer the trailer into the School District's name. Mr. Costantino said that he was rethinking that and the trailer could stay in the Booster's name. John stated that he thought we wouldn't be able to keep a privately owned trailer on school property so we would have to find a place to park the trailer. The only reason they have allowed it to be parked there is because of our telling Mr. Bird that after we got the wrap on the trailer, the title would be transferred over to the District. Mr. Costantino did not answer and changed the subject.
- Mr. Costantino stated that his money that the school has allotted him for repairs for instruments has been depleted and he needs some extra stands for drums. He also needs two cymbal stand, an open base stand, and a bongo drum stand. He has researched the purchases and needs \$360.79 to purchase the needed equipment. Theresa motioned to provide no more than \$370.00 towards the purchase of the new drum stands. John seconded. Vote: Twelve (12) votes in favor. Three (3) abstained. None opposed. Motion carried.

#### **IX. Old Business:**

- Cindy said that she could try to see about getting a sticker on the trailer from the same place that was making our banners. Mr. Costantino interjected that he thinks the Boosters are a part of the Music Program so that he doesn't believe that we need any separate acknowledgement. He said that since it is the student's trailer for the students use, he thinks that it will be okay to keep the trailer in the Booster name and have it parked on school property. Elaine pointed out that she had prepared a letter to transfer the trailer to the District right after the trailer was purchased, so all we would need to do is change the date on the letter and submit it to the District with the Title to the trailer. Since it is specified that the trailer is for the sole, proprietary use by the Sultana High School Music Director, and now it is wrapped, she does not believe that the District would have a problem with accepting the trailer for Sultana High School use. He said he will have to talk to Mr. Robinson.
- Maria said that since we have already discussed the upcoming events, we need to discuss about having a Car Show fundraiser event. Julie added that we were thinking about a possible weekend in May. Mr. Costantino said he needs to talk to April about a Car Show. A Car Show fundraiser will be tabled until the next meeting.
- Julie said that we need to advertise the Drumline event and we need to see if we can get an announcement at the school for the Drumline event.
- Cindy stated that she had two banners donated by a company in Irwindale. She drove out there to pick them up. Mr. Costantino showed us the new Banners. John said he would be able to make a frame for one of the banners. We will have to send a Thank You letter and a framed picture to the company who donated the Banners to us. She will provide us with the name and address of the company.

**X. New Business:**

- Maria stated that we need nominations for members of the new Booster Board for next year. We need nominations for President, Vice President of Volunteers, Vice President of Fundraising, Secretary, and Treasurer. We are accepting all nominations. Elaine stated that she is willing to continue in the position of Secretary if the Booster members are willing to grant her a special dispensation to perform in the position for a third term. Several members indicated that they would not have a problem with Elaine running for a third term as Secretary. John nominated Elaine for the position of Secretary. Rick and Chris Busby seconded. Roxanne was nominated for Vice President of Fundraising. She declined by telephone. Maria nominated Jackie for Treasurer. Julie seconded the nomination. Tony nominated Maria for President. Maria declined the nomination. We still have three positions that need to be filled to have a Booster Board next year.
- There were several changes to the By-Laws that Dale believed should be made.
  - 1.) He would like to change the date of the financial review to the end of the fiscal year, instead of the middle of the academic year.
  - 2.) He would like to see added a provision that if Board members are related by blood or marriage, only one of them can be on the bank account.
  - 3.) He would like to change the dates of the Booster meeting from the first Tuesday of the month to the second Tuesday of the month to avoid conflicts with other organizations that have meetings on the first Tuesday. John made a suggestion to make the monthly meetings for the third Tuesday in the month. Cindy stated that Wednesdays are usually a better day for meetings, so she suggested that we make it the second Wednesday of the month.
- We have received an estimate from the Print shop for printing of the Drumline Program. \$.90 cents per program. The program has to be to the printer by Friday, with the latest submission by Monday, so that the Print shop will have enough time to print the program. Julie said that if any parents want to purchase a shout-out, they can do so. Prices are \$30 for a shout-out with a picture and \$20 for just a shout-out. Julie said that she will need about \$150.00 to pay for the printing of the programs since we previously decided to order 150 programs. She also suggested we sell the programs for \$3.00 each. The money has already been approved in the budget for the Drumline Competition. If she can get an exact amount, she will write out a check and go and pick up the programs.

**XI. Open/Tabled for next meeting:**

- Nominations and voting for new Booster Board members.
- Changes or revisions to Booster By-Laws.
- Plans for hosting a Car Show fundraiser.

**XII. Next Meeting: April 5, 2016 at 6:30 p.m. at the Sultana Band Room.**

**XIII. Meeting Adjourned at 7:44 p.m.**

**XIV. Maria reinstated the meeting at 7:48 p.m., to cover another item.**

**XV. New Business:**

- Jackie stated that we need to approve money to pay for Food Handling Cards that we need for the NASCAR event. She has been counting volunteers who need a new card and she estimates that she has 20 people who need cards. The cards cost \$28.00 apiece, so she needs that amount to cover the costs. Maria motioned to provide money for the Food Handler’s Cards, not to exceed \$600.00. Beth seconded. Vote: Eleven (11) votes in favor. Three (3) abstained. None opposed. Motion carried.

**XVI. Maria re-adjourned the meeting at 7:50 p.m.**

**XVII. Attendance:**

<u>Maria Gebhardt-Lopez</u>	<u>Jacqueline O’Hare</u>	<u>Julie Lord</u>	<u>Elaine Ryder</u>
<u>Tony Rothwell</u>	<u>Stacy Rothwell</u>	<u>John Mills</u>	<u>Margie Mills</u>
<u>Cindy Phelps</u>	<u>Beth Valentine</u>	<u>Joe Costantino</u>	<u>Theresa Owen</u>
<u>Rick Busby</u>	<u>Chris Busby</u>	<u>Tabitha Busby</u>	<u>Bill Busby</u>