

Meeting Minutes

SFHS Band Boosters Meeting on September 1, 2016 @ 7:00 p.m.

Activities Conference Room

Called to order: 7:00 pm

In attendance: Dawn Marie Nelmark, Kelly Sullivan, Jay Edwardson, Amy Chavez, Chad Armbruster

Secretary Report – Minutes approved

Treasurer Report – Checking balance is \$14,975.86. 3 checks outstanding. \$13,880.96 after these three are cashed. Savings \$8439.12.

Miller tax and bookkeeping has been contacted and we are waiting to get everything established for the future. Books/recordkeeping will start as of June 1, 2016. IRS will let us know our filing date. It will either be fiscal year or the date of our incorporation.

Business Discussed-

1. Bylaws discussion continued.
2. Additional Chairs discussed: Fundraising chair would be an important one. Duties include organizing fundraising, communication of the event, collect and tally money and work with treasurer, coordinate with vendor. Communications coordinator. Volunteer coordinator. Discuss at the general meeting.
3. Motion made to approve \$275.00 fee for the 501c3 application. Approved. Dawn will submit the 1023-EZ form once the bylaws are ratified.
4. Insurance – Kelly will call rep from Krause-Anderson to get quote.
5. Meeting needs for September:
 - Fundraising Coordinator Volunteers – Find a lead person to make a board member. And then find them help.
 - Communications – Webmaster; Courier articles; photos; etc.
 - Volunteer Coordinator – Compile lists; recruit and sign-up volunteers; provide information to all the volunteers for specific events
 - We need these positions so Mr. Armbruster can concentrate on music, teaching, education vs. selling cookie dough. We want the kids to benefit from learning to become good people, take risks, leaders and to think creatively.
6. We have an opportunity to host a drumline event. That event would definitely need a coordinator. October 1st deadline. Event on March 25th 1:00pm.

7. Concessions for future: Adult and 3 & 4 students. 9/10(Soccer) - Amy; 9/17 (Soccer) - Kelly; 9/29 (Soccer) - Dawn; 1/27 (Girls Basketball) –Jay
8. Monthly meetings discussed. First big general meeting will be Monday Sept 26th. Kelly will request the activities room for executive meeting and the band room for the general meeting. We'll go for the 2nd Monday of the month after that.
9. Changing of banking discussion – We need a bank that works well with QuickBooks and our tablet that we purchased. Wells Fargo vs. US Bank. Wells Fargo seems to be the best option. Motion made to switch banks once the bookkeeping is set up and running by Kelly. Second made by Jay. Motion passed.
10. Mr. Armbruster made a request for \$1400.00 for the purchase of shirts for all the band students. He has 120. There are 160 students enrolled in band classes this year...the most since he has been here! Motion to approve made by Kelly, seconded by Amy. Request was unanimously approved.

Next meeting - Monday September 26th at 7:00pm in Band Room

Meeting Adjourned: 8:30 pm

2016-17 Board Members:

Chad Armbruster	Director	chad.armbruster@isd15.org
Dawn Marie Nelmark	President	dnemark@2harvest.org
Jay Edwardson	Vice President	jay@edwardson.org
Heather Odell	Co-Treasurer	hcodell@msn.com
Amy Chavez	Co-Treasurer	abmchavez@aol.com
Kelly Sullivan	Secretary	kellsull88@gmail.com