



Band Booster Meeting Agenda/Meeting Minutes (August 01, 2023 at 7:00pm)

Attendees: [Tom Nielander](#)[Andrea King](#) Mary Cook Patrick Kiser Rodney Brown Kenny Carrico Barbara Pyle Kara Doyle Andrea Byrd, Austin Wilson

Meeting called to order by Tom Nielander at 7:03 p.m.

Secretary

- Minutes from the previous meeting can be found on the Farragut band website.
<https://farragutband.org/meetingminutes>

Treasurer & Assistant Treasurer

- Budget updates & Financial statements
 - Parent Cookout - Ticket income \$1,025 and food & fees \$1,035. Net loss of \$90. Budget was a loss of \$2,300.
 - Booster Fee - Collect \$90 (3 families) and pending on givebacks \$180 (6 families)
 - Can a buzz be issued and notice on social media?
 - Sr. Banner - Collect \$75 (1 senior) and pending on givebacks \$225 (3 families)
 - Income - Kroger \$480
 - Expenses - Paid for senior banners \$2,175 (to differ tax to families) and props - \$3,794
 - Bank balance - \$16,250
 - Need an official vote to change "student meal fees" on budget to "booster fees".
 - Motion taken during meeting to update name on budget, board approved
 - Need a roster to help keep track of booster fee collections and to contact senior parents regarding banners.
 - FYI - KCS will be looking to go completely cashless

VP Fundraising

- Fundraiser Recaps
 - Giveback Nights
 - Panda Express 19Jul23 \$146.05 - check being processed allow 10-14 days for delivery
 - Blaze Pizza 26Jul23 - Total sales \$951.10 receive 20% for total of \$191.00; check to be issued on 08/04/23
 - Mattress & Linen Sale 29Jul23 - spreadsheet containing stats sent to board 08/01/23 via Gmail (~\$3,000 check to be issued asap)

- Feedback should be sought next time if we are told other schools participated successfully; find out if they were satisfied and how it went/what was made.
- Next fundraiser(s)
 - Awaiting confirmation of fundraisers for:
 - Chipotle 09/13/2023 5:00-9:00 PM
 - Dickey's BBQ 10/17/23 4:00-8:00 PM
- Sponsor program
 - From initial search only the football team has this type of program
 - Sponsorship levels proposed:
 - Admiral - Signage Baseball Fieldhouse, Magnet, Sticker, 2 Tix to Home Game \$450
 - Captain - Signage Band Shed West End Ave Facing, Magnet, Sticker \$250
 - Commander - Signage on Band Shed Facing circle and Junior Parking Lot, Magnet, Sticker \$150
 - Note: Do not tag any business in our social media as will be considered taxable
 - Potential other items:
 - Band program to allow advertising during expo?
 - Could also put sponsor levels in the concert programs. That is something that the choir at West does.
 - Shout outs in programs possible? Could be a crowd pleaser and make some money. Can any printing happen in house?

VP Outreach (Barbara Pyle)

- Sign ups all created in SignUp Genius except Expo.
- Waiting on background checks for pit crew and chaperones. Will get lists from both for background checks.

Concessions

- Items from Concessions Chair(s) reported from VP Operations
 - Chairs had nothing for agenda this week.
- Tom Nielander, Patrick Kiser and Drew Baker performed some repairs to the roof of the concessions trailer to repair leaks at seams and around the skylights (standing water). Additional investment of time and repair materials is likely warranted; they will find out and update.
- Does board agree to updated concessions pricing sent by the president on 24Jul2023 at 7:35AM?
- Vote unanimous to proceed with updated/higher concessions pricing. Makes sense to cut down on cents and raise prices due to higher costs of everything.
- Fall Break concessions-should we proceed with limited concessions or nothing at all? Thursday night, lower attendance. This game will be televised (10/12).

- Patrick and Tom will meet with concessions folks, discuss and bring a proposal back to the Board.
 - Need to figure out if we can find someone to man it and what we will offer.

President and VP Operations

- Status of props
 - Final design completed for vinyl, order placed and payment sent.
 - Carrico reaching out tomorrow to determine delivery date; expecting 2-3 weeks. Means we will not have props for the 1st game against DB. (first game will be summer uniform and likely second)
 - Pit crew prop builder (Ben Green) has completed initial fabrication for parts to assemble props. Very handy. Need to schedule assembly.
 - Team working props (Ben Green, Gabe Veith, Patrick Kiser & Tom Nielander) will meet in next few weeks prior to vinyl arrival to fabricate remaining triangles
 - Current forecast of prop expenses indicates we are likely to exceed \$5,000 established in the budget. We have refined the design to reduce costs and are continuing to shop for the best material prices to reduce budget impact. Trying to get donations. Expecting \$300-\$400 over budget. We have more vinyl this year and in past year more donations. BUT these triangles will be usable in future.
- Pit Crew
 - Several people signed up for the Pit Crew at the Parent Cookout last week. Initial communications with the volunteers will be issued this week to begin coordinating personnel for home and away games (as needed) as well as competitions.
 - If you know of additional people interested in volunteering as part of the Pit Crew, please have them reach out to Patrick Kiser.
- Possible By-Law modifications from 2022-2023 board. Does the current board agree to proceed with modifications?
 - Board spending limit increase from \$4000 to \$10000 that isn't included in the budget - chair purchase could have been a board decision.
 - Update to allow increase for instrument purchases only and not general purchases.
 - We need a clear concise message and reasoning to justify. We will have it put together for the next general Board meeting. Better transparency, communication and tailoring Board decisions involving spending increases (for instruments).
 - Under "The management of Booster Funds" , 2nd paragraph 2nd sentence needs rewording to "A minimum of three officers' signatures should be on the signature card at the financial institution, those officers are the elected President, Treasurer, and VP- Operations." OR when elections are made annually there will need to be a discussion on who will be on the signature card and specifically noted in the minutes for that meeting with names and position as required by our financial institution.

- Need added wording for credit cards being used for concessions purchases with the individual that the board has approved for use.
- Is the Expo confirmed to be at Farragut again and set on the calendar for **30Oct2023**
 - Leaning toward setting up volunteers same as last year and break down same night after event.
- Next Booster Meetings (put on Booster Buzz and FB a week before minimum); other folks can listen in on Board meetings but save input for General meetings.
 - Booster Board & General - **05Sep2023 @ 6:30PM & 7:15PM**
 - Booster Board - **03Oct2023 @ 7PM**
 - Booster Board & General - **07Nov2023 @ 6:30PM & 7:15PM** (*may change*)
 - Booster Board - **14Dec2023** (*during Fall concert - report out*)

Director's Notes

- Band Camp went great, dinner and performance too. Kenny wants to thank ALL volunteers; it went super smoothly. A great and easy two weeks, especially given the heat.
- Future dates: all is on calendar. Booster (general) meeting shifted from November 7th to 14th. 11/7 is Election Day and in service.
 - Thinking of moving 8th Grade Night 10/6 to 9/29 so not the same night as Senior Night. Would also be a better date for 8th graders heading into Fall Break.
 - Other fall dates look good. Oak Ridge not bringing a band due to their Fall Break; same for Jefferson County.
 - Rehearsal this Thursday and next Monday but not the first day of school (Tuesday). Could use some help from 1-3 on Monday afternoon to get the Band Room ready for school starting.
 - Carrico is a fan of combining Board meeting and general meeting.

*Issue raised by Andrea King regarding Epi Pens and Narcan-curious about whether we can have on hand and/or administer in an emergency situation. Will contact Gina Lothamer and KCS to get more information.

Meeting adjourned by Tom Nielander at 8:04 p.m.