



Band Booster Board Meeting (August 12, 2025 at 7:00 PM)

Attendees: Jeanette Wilson, Patrick Kiser, Kara Doyle, Barbara Pyle, Naomi Brown, Tom Nielander, April Young, Jeanne Ann Hartzog, Andrew Smith

Meeting called to order by Patrick Kiser at 7:01 pm.

Secretary

- Minutes from previous meetings can be found on the Farragut band website. [Meeting Minutes - Farragut High School Band](#)
- All minutes taken by the Recording Secretary are posted on the website after they have been approved by vote no later than one month plus one week after the recorded meeting.

Treasurer & Assistant Treasurers

- Budget updates & Financial statements as of Aug 1, 2025:
 - No changes to approved 25-26 budget line items
 - School account booster funds = \$0.00
 - School director account Coupon book = \$0.00
 - Depreciation booked- Net book value of assets is zero. I would not suggest treating assets this way in the future.
 - Tax accountant has been notified that the prior year books are ready for FY24-25 taxes.
 - All financial backup is stored on the Booster Google Drive as well as QBO.
 - Bank Balance on 8/12/25 - Checking: \$35,138.34 Savings: \$27,189.25
- Status of annual compliance documents
 - SSO Financial Information - Submitted (7/23/25)
 - SSO Tax Return - Submitted (7/12/25) and Approved (7/18/25)
 - SSO Bylaws - Submitted (7/12/25) and Approved (7/18/25)
 - SSO Information - Submitted (7/12/25) and Approved (7/18/25)

VP Fundraising

- Fundraiser Recaps:
 - Giveback Nights:
 - SuperChix, 7/14 \$ 188.17
 - Salsarita's, 7/24 \$182.79

- Flying Biscuit, 8/6 \$150 (he rounded up from \$106)
- Yard Sale & Car Wash \$13,000ish but expecting possibly a couple hundred more (2 cabinets, Lexus wheels, antique rocker, ping pong table cover, remaining all access tickets possibly)

Upcoming confirmed fundraiser(s):

- Upcoming Dine to Donate:
 - Chipotle-9/16 5-9 pm
 - Blaze Pizza-10/02 5-9 pm
 - Texas Roadhouse-11/03 3-10 pm
 - McAlister's Deli-12/02 5-9 pm
 - Mellow Mushroom-1/15/26 4-10 pm
- Other Fundraising:
 - KCS Coupon Book Sales 9/4-9/24
 - Fruit Blitz 11/8
- Potential Fundraising Plans
 - On-line Program
 - Recommend using Givebacks vs. Snapraise so we control the intensity and aggressiveness of the communications to the community.
 - Will require band students to provide contact information for ten to twenty people
 - Recommend November/December to align with end of year giving
 - During Concessions:
 - Traveling Toms Coffee Truck
 - malmaroad@travelintomscoffee.com - owner
 - 423-963-0444
 - Smiley Swirl Truck
 - Soft serve - no contact info yet
 - Forget the Scoop - Naomi has contact info
- Sponsor Program
 - 15 of 19 spaces of full size banners
 - ½ of a four square shared banner (need two more to fill)
 - 0 of 6 for the new size yet ~1ft x 5ft
 - Still connecting with potential sponsors

VP Outreach

- Signup status *(Next to create?)* All of the signups are ready. I am waiting on the OK from Barbara to publish the chaperone links on the volunteer section of the website.
- Also, I have an idea for encouraging people to volunteer for concessions.
 - Chaperone
 - Status of background checks
 - Others posted for known events
- Buzz / Social Media Notices:

- Working to issue weekly - topics/notices pulled from Board and Directors
- Bacon & Co - I spoke with Jeff Patton last week. Orders are still on track to be delivered this week. I asked him to contact me the day before so I can try to meet him at the school for delivery. (I will also be distributing orders placed through Givebacks at the same time the Bacon orders are distributed.)

President and VP Operations

- Banquet - Need decision to lock in with providers and pay deposit
 - Tentative Date: May 7, 2026 - Tom to confirm availability
 - Time: 5:30-9:00 pm
 - Location: The Venue at Lenoir City if we can get it booked
 - Caterer: Takeout-Thyme
- Concessions
 - First order for Jamboree has been placed. Drinks, hot dogs, nachos, popcorn, snow cones, chips, candy. Food pick up Wed and Drinks to be delivered Thursday. - Thank you Jeanne H.
 - Need adult volunteers for setup/prep (4:40 to 6:00 pm), staffing concessions (6:00 to 8:00 pm), and cleanup (8:00 to 8:30 pm).
 - Tom and April will work with Jeanne Ann Hartzog (Concessions Lead) to have credit card issued by KTVAFUCU to support purchases for concessions as part of her committee role
 - Looking for one or two other people to volunteer for concessions as co-lead(s). Ideally would be 2-3 people to share the responsibility.
- Pit Crew
 - A few new parents expressed interest during band camp.
 - List of members submitted for background checks.
 - Finalizing design of the props
 - Have ordered vinyl for backdrop and purchased materials for centerpiece.
 - Fabrication sessions planned over the next few weeks.
- Positions for 2026/2027 School Year Board and Committees:
 - Upcoming Board Votes in Spring
 - President - Nominations: Patrick Kiser
 - Recording Secretary - Nominations: Tom Nielander
 - VP Fundraising - No incumbent
 - VP Operations - No incumbent
 - VP Outreach - Nominations: Naomi Brown
 - Treasurer - No incumbent
 - Asst Treasurer - TBA on incumbent
 - Asst Treasurer - No incumbent
 - Committee Chair Positions*(Vote not required, but positions need to be filled)*

- Upcoming spring openings by Reporting Relationship:
 - Fundraising
 - Sponsorship
 - Outreach
 - Chaperone - Barbara Pyle
 - Operations
 - Concessions
 - Uniforms - Barbara Pyle
 - Pit Crew
- By-Law items *(agenda item, will keep even if there's nothing to show)*
 - No updates proposed in the meeting.
 - Future updates:
 - Consider removing requirements for two assistant treasure positions unless required by TN or KCS. Potentially alter wording to cover if there are two on how to work job duties
- Vote(s) *(agenda item, will keep even if there's nothing to show)*
 - 11Aug25 - Re-approval of debit card users
 - Approval of Debit Card Users
 - President (Patrick Kiser), VP Operations (Tom Nielander), Treasurer (April Young)
 - Board Vote - Unanimous, None Opposed
 - 11Aug25 - Approval of Utilizing Electronic Payment Apps in Support of Fundraising, Concessions and Operations
 - Board Vote - Unanimous, None Opposed
 - 11Aug25 - Authorization of Automatic Withdrawals from Bank Account
 - Applicable for Insurance Premiums (State Farm)
 - Board Vote - Unanimous, None Opposed
 - 11Aug25 - Assistant Treasurer
 - The bylaws outline that two or more elected individuals may assist the Treasurer in their duties. However, the bylaws allow for the Treasurer to increase and decrease the number of assistant treasurers needed to meet the responsibilities of the Treasurer's office subject to prior consent of the Board. The board must maintain a minimum of one Assistant Treasurer.
 - The vote is to document consent of the board to utilize one assistant treasurer rather than two as outlined in the Bylaws.
 - Board Vote - Unanimous, None Opposed
- Budget
 - FY 2025-2026 budget vote was held at the spring concert and approved
 - For more budget information, see the two sections on the website in the Booster section around access to the yearly budget.

Booster Budget & SSO Approval by KCS

Missed the yearly Booster Buzz with the Farragut Band Booster fiscal year budget? Reach out to the President or Operations Board member and a copy will be provided to current General Boosters or KCS Administration. If the budget requires an update after approval or a cost is outside the budget the by-laws requires votes at specified levels, so there is a check and balance in place.

SSO Financial Information / SSO Tax Return / SSO Bylaws / SSO Information have been Reviewed and Approved by KCS

Our commitment to openness and transparency:

-Membership is open to all parents and guardians of students in the Farragut High School band program.
-All roles in the Band Boosters are filled by volunteers.
-No officer, chairperson, or volunteer is compensated for their time by any method.
-100% of all donations received and funds raised go directly to fund band programs and events.
-Financial reports are provided by the Treasurer at each meeting and all details are available upon request.
-Our By-laws can be seen [here](#).
-Booster fiscal year budget - Reach out to the President or Operations Board member and a copy will be provided to current General Boosters or KCS Administration.
-If the budget requires an update after approval or a cost is outside the budget the by-laws requires votes at specified levels, so there is a check and balance in place.
-SSO Financial Information / SSO Tax Return / SSO Bylaws / SSO Information have been Reviewed and Approved by KCS

- Next Booster Meetings -
 - Booster Board Meetings -
 - **Tue. 09 Sep2025 @ 6:30PM**
 - **Tue. 14 Oct2025 @ 7:00PM**
 - **Tue. 18 Nov2025 @ 7:00PM**
 - Booster General Meeting -
 - **Tue. 09 Sept 2025 @ 7:15PM**
 - **Tue. 16Dec2025 @ concert, will out brief and conduct any votes (not Dec 11-13: musical). Possibly Dec 16 or 18 (last day before break)?**
- **Activities & Dates:** (See Directors' Calendar for most up to date information and other activities) <https://www.farragutband.com/calendar>
 - 15Aug25 - Knox Jamboree @ FHS (tba on final time start)
 - 23Aug25 - Home/Away game on a Saturday (Sevier County)(Burke-Tar Stadium)
 - 29Aug25 - **Home** game (Powell)
 - 04Sep25 - Away game (Upperman)
 - 04 to 24Sep25 - KCS Coupon Book Sales
 - 12Sep25 - **Home** game (Bradley Central)(8th Grade Night)
 - 13Sep25 - **Band Camp (8-4pm)**
 - 16Sep25 - Dine to Donate at Chipotle
 - 19Sep25 - Away game (Maryville)
 - 20Sep25 - Competition (Clinton)
 - 26Sep25 - Away game (Bearden)
 - 27Sep25 - Competition (Karns)
 - 02Oct25 - Dine to Donate at Blaze Pizza
 - 03Oct25 - **Home** game (HVA)
 - 06-10Oct25 - KCS Fall Break
 - 17Oct25 - Away game (Cookville)
 - 18Oct25 - Competition (TBD)
 - 21Oct25 - Knox Co. Exhibition (Location FHS)
 - 23Oct25 - **Home** game - Senior Night and Homecoming (Oak Ridge)

- 25Oct25 - Competition (MTSU)
- Oct25 - Away game (Cookville)
- 28Oct25 - Weather Date if 21Oct25 canceled for Knox Co. Expo (Location FHS)
- 30Oct25 - Away Game (Cleveland)
- 03Nov25 - Dine to Donate at Texas Roadhouse
- 08Nov25 - Fruit Blitz (Requires Parent Drivers)
- 11Nov25 - Knoxville Veterans Day Parade (TBD)
- 02Dec25 - Dine to Donate at McAlister's Deli
- 07Dec25 - Farragut Christmas Parade (TBD)
- 15Jan26 - Dine to Donate at Mellow Mushroom
- 05-07Feb26 - All East
- 09-13 Mar26 - KCS Spring Break
- TBD Mar26 - CPA/Winter Concert
- 09-12Apr26 - All State
- 04May26 - Spring Concert@ 7pm
- 05May26 - Jazz Cats Concert@ 7pm
- (Tentative) 7 May26 - Band Banquet @ 5:30-9PM (The Venue at Lenoir City)

Directors' Notes

- General Items:
 - Contact list missing parents - resolved!
 - Status of uniforms - Mr. Smith has touched base with FJM. Will confirm final time and date for delivery.
 - Mr. Smith will double check the status of media releases for students. We did not get to send out pictures from the day the fire truck was here during band camp.
 - Charter buses have been reserved for the away football games at Upperman High School and Cookeville High School as well as the MTSU Band competition. Naomi motioned to utilize funds raised by Coupon Book Sales to cover these unanticipated costs. Jeane Anne seconded. All members voted in favor - none opposed.
- Outstanding Band Fees
 - No update for this month as school transitions fee collection over to the Givebacks system. Mr. Smith to follow up when information is available. As of the end of June, approximately 90 of 145 enrolled students had paid band fees in full and 7 students were still awaiting confirmation of band participation.
- Mr. Smith is working on three Grant Applications
 - Morgan Wallen Foundation Grant - Like the grants to be a combination of music and athletics.
 - Need parent advocate
 - Mr. Smith to reach out to baseball coach for pitch joint application
 - Grammy's Music Teacher of the Year
 - If Mr. Smith is selected in the top 10, the band program would receive \$10,000.
 - Due in December

- Country Music Awards Music Teacher of Excellence - \$5,000
 - Parent letter of recommendation
 - Administrator letter of recommendation
 - Due in February/March
- Mr. Smith is going to contact the grant writing support personnel in the KCS office to determine if there are other opportunities.
- Corporate Sponsor Program

Meeting adjourned by Patrick Kiser at 8:23 pm.