

# ***Plainfield Band Booster***

## ***Meeting Minutes***

July 22, 2014

### **I. Call to order**

Those in attendance are listed on the attached sign in sheets.

Tim Underwood, Band Booster President, called to order the meeting of the Plainfield Band Boosters at 7:38 p.m. on July 22, 2014 in the Plainfield High School Band Room.

Tim Underwood welcomed everyone.

Our next meeting will be August 19, 2014 at 7:30 p.m. in the Band Room. This is the 3<sup>rd</sup> Tuesday in August. Tim announced that the Board will be meeting three times before this next Booster meeting.

### **II. Minutes of Previous Meeting**

Minutes Read and Approved – A motion was made by Clint Groeschen and seconded by Jill Robinson to approve the Minutes of the Booster meeting held on June 17, 2014. All Boosters present voted to approve these Minutes.

### **III. Report from Michael Carpenter**

#### **a) Band Camp**

1. This has been the hottest start to a band camp in a long time.
2. Mr. Carpenter has been encouraging the students to drink lots of water and asked the parents to make sure their student is drinking plenty of water at home before coming to practice and after getting home from practice each day.
3. The students are doing really well. The first day is always the roughest and today is running much smoother.

#### **b) Invitationals/Competitions/Shows – We will be hosting 5 different events this school year. We only hosted 3 last year. They are:**

September 13, 2014 – Our Marching Band Invitational  
October 11, 2014 – ISSMA Competition  
January 17, 2015 – Guard Show  
February 28, 2015 – Drumline Show  
Late March 2015 – Organizational Contest

- c) Guard Show – There will be a lot of guards at this show because it is early in the guard competition season.
- d) Drumline Show – We will probably have 20-30 drumlines here at our show. The only other show on the day of our show is at Pendleton Heights.
- e) Organizational Contest – This will be a contest for the concert bands and concert choirs just like last year.
- f) Volunteer Spot – If you haven't signed up to volunteer, please do so on Volunteer Spot.
- g) Band Pictures – Your student will be bringing home a picture order form soon. The date for the pictures has not yet been determined. This order form must be turned into the photographer when the pictures are taken.
- h) Show Shirt – Order forms will be coming out tonight for show shirts. Each student gets a show shirt as part of their band fees which is to be worn under their uniform. Mr. Carpenter showed everyone the design on his computer. It will be a black shirt with red and silver.
- i) The competition list is as follows:
  - September 13, 2014 – Plainfield Invitational hosted by Plainfield
  - September 20, 2014 – Lawrence Central
  - September 27, 2014 – Avon
  - October 11, 2014 – ISSMA Invitational hosted by Plainfield
  - October 18, 2014 – ISSMA Regional @ Center Grove
  - November 1, 2014 – ISSMA Semi-State @ Pike
  - November 8, 2014 – ISSMA State @ Lucas Oil Stadium

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

- a) The Treasurer's Report was given by Harriet Doss.
- b) Website Payments
  - 1. So many band fees have been paid on the website that Harriet had to request a credit limit increase from Intuit.
  - 2. We have also reached our 2% cap with Intuit so some of the payments we have not had to pay the processing fee to Intuit.
  - 3. More than 100 separate payments have been processed through the website.
- c) Checks that were put in the payment box last booster meeting were put in the band this week due to Harriet being on vacation.

- d) We are only 50% collected on band fees. We should be at 75% collected by now.
- e) Last year was a challenging year financially for the booster organization. We ended the year cash positive in the bank. We did lose money on the income statement because we had to write off old outstanding fees for seniors who have been gone for several years.
- f) The cash balance in the checking account as of June 30, 2014 was \$2,500. We have around \$21,000 in the bank right now.
- g) The money we have goes toward paying the staff who work with Mr. Carpenter on the field, paying for props, etc.
- h) The marching band budget for this season is \$54,000. Therefore we must use our money conservatively.
- i) Fundraising Buy-Out Program is \$300 per family. By choosing this option, you don't have to participate in the small fundraisers, but you still need to volunteer at all of the events we are hosting. Harriet can start taking these payments tonight.
- j) Discussion was held about establishing an Audit Committee to sit down with Harriet and audit last year's books. Audit Committee volunteers are: Jenna Price, Paul Zoss and Julie Kelly.

## **V. New Business**

- a) Director of Revenue – Jeanette Vaughan
  1. Show Shirts – Order forms are available and each shirt costs \$10. If you order by July 24, 2014, your show shirt order will be available for pick up at the band picnic on August 1, 2014. There will be a second order placed, and the due date is August 1, 2014. The parents normally order show shirts to support the band at competitions.
  2. Red Band Shirts – Order forms will be available soon for these shirts. These are the shirts that we wear all year long. They are \$10 each for short sleeve. There will also be other pricing for long sleeve shirts and hoodie sweatshirts.
  3. Jeanette has prepared a list of our fundraising opportunities. This list will be emailed out to all boosters soon.
  4. We have restaurant nights starting soon. We also have Kroger cards, scrip cards and GFS Fun Funds which all give kick backs to the Band Boosters.

b) Volunteer

1. Discussion was held that there are over 200 volunteer time slots available for our Invitational alone. There are at least 100 volunteer time slots available for Organizational contest in the spring.
2. Kim Bray, Director of Events, is in charge of all of our events and volunteers.
3. We need volunteers to work the first aid tent for a few more days of band camp.
4. We need wash mom for the marching band uniforms.

c) Tim made everyone aware that marching band event days are around 12 hours long.

d) Invitational

1. We have several volunteer opportunities at our Invitational on September 13<sup>th</sup>. Opportunities include gate keepers, timers, band guides, parking, concessions, ticket sales, and several others.
2. Right now we have 3 bands for sure coming to the Invitational. Two other bands are tentative and there are another couple on the fence. Our band will be performing at our Invitational.
3. We run our event exactly the same way ISSMA runs their events for regional, semi-state and state.

e) Prop Team - Troy Crum, Director of Operations, is in charge of the Prop Team. Please contact Troy if you'd like to help with props. There is no limit to the amount of people on this team. All we know right now is that our prop will be a dreamcatcher.

f) The retired uniforms are being washed and prepped to be sold.

g) Carole Snyder, Director of Communications, will be sending out newsletters and monthly information to all boosters.

h) Parking, Dropoff and Pickup should only be at Door #7. The school will not allow the students to be picked up or dropped off at the band room door.

i) Band Camp Annual Picnic – This will be August 1, 2014 at 6:00 p.m. The students will perform the show for their families.

- The meat will be provided by the Boosters.

- Freshmen will bring 2 packages of hamburger buns & 1 pack of chips
  - Sophomores will bring salad
  - Juniors will bring fruits and vegetables
  - Seniors will be dessert
- j) Post Band Camp Party – It is tradition that the senior drum major hosts a post band camp party. This year it will be at Hummel Park in the shelter house closest to the creek on August 2, 2014. Eddy Vaughan is hosting the party and more information will be sent out soon.
- k) We have over 100 parents who haven't paid for their student's shoes. This money needs to be paid this week.
- l) Uniform Fitting – This will be on July 26, 2014 from 9:00 a.m. to 4:00 p.m. This is just for band members. The guard is fitted at a different time.

## **VI. Adjournment**

Motion to Adjourn the Booster Meeting was made by Tina Starks and seconded by Clint Groeschen.

Tim Underwood adjourned the meeting.

Minutes submitted by: Teri Groeschen on 7-25-14