

Plainfield Band Booster

Meeting Minutes

August 19, 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 7:35 p.m. on August 19, 2014 in the Plainfield High School Band Room.

Tim Underwood welcomed everyone.

Our next meeting will be September 16, 2014 at 7:30 p.m. in the Band Room. This is the 3rd Tuesday in September.

II. Minutes of Previous Meeting

Minutes Read and Approved – A motion was made by Margo Nuss and seconded by Bill Wolfe to approve the Minutes of the Booster meeting held on July 22, 2014. All Boosters present voted to approve these Minutes as read.

III. Report from Michael Carpenter

- f) Tim Underwood reported due to Michael Carpenter directing the students at practice tonight.
- g) We have hired a cymbal tech. We haven't had these instruments for several years.

IV. Treasurer's Report

- a) The Treasurer's Report was given by Harriet Doss.
- b) We have approximately \$19,000 in the bank.
- c) We have approximately \$30,000 to spend in the next month for drill design, marching staff, music, etc.
- d) Compared to last year, we are doing really well on collecting band fees. We are about 75% collected.
- e) Sponsorship money is coming in.
- f) We have about 30 people who haven't paid for their shoes.

- g) Fundraising Buyout Program – If you want to participate in this program, you will need to turn in your \$300 per family by November 1, 2014.

V. New Business

a) Director of Revenue – Jeanette Vaughan

1. We have been given an opportunity for you to earn money for your student's account by working a souvenir stand at Lucas Oil Stadium during the BOA competition on October 24 and 25. You will earn \$8.00/hour. However, the hours are long (probably flexible), but in the past this opportunity has been given to Avon High School, and we are now being offered this chance. They are looking at us because we're a big band and would like for us to be involved and offer us more opportunities in the future. The times are October 24 (12:00 p.m. – 8:00 p.m.), October 25 (8:00 a.m. – 4:00 p.m.), and October 25 (3:30 p.m. – 12:30 a.m.). Contact Jeanette if you're interested, and she will give you the contact information to schedule your shift.
2. November 12-15, 2014 is Grand Nationals. We also have the same opportunity as the BOA competition to work the souvenir stand and earn money for your student.
3. Show Shirts – The second order of show shirts are in. Please see Jeanette tonight to pick up your order.
4. Red Band Shirts – These orders are being made right now. If you haven't ordered your spirit wear, the deadline is Friday, August 22, 2014, for these orders.
5. Restaurant Nights – McDonald's is either September 10th or 17th. Dairy Queen will be giving Jeanette the date soon.
6. We are hoping to have a carwash over Labor Day weekend so that the freshmen can start saving money towards their Disney trip in 3 years. We also hope to have the rummage sale again this fall.
7. In the spring, we will have the mattress and sheet sale as well as the mulch sale.
8. Kroger Cards and Scrip Cards are available. See Jeanette.
9. We hope to have a trash bag sale in early September.

b) Director of Communication – Carole Snyder

1. The PHS Boosters Newster newsletter was distributed via email today to all Boosters. Carole and Bob Sullivan produced the newsletter and the second issue is already in the works. This will be a bi-weekly newsletter.
 2. The band is tweeting so be sure to check the Band Twitter page often.
- c) The Prop Team has been put together. They are getting design, materials, etc. to get the prop done. There is an expenditure that we need to purchase the material for the dreamcatcher. The material is going to run about \$900 which had already been budgeted.
- d) Uniforms – We had several parents come and work at the school on August 9th. They sewed and ironed many of the uniforms. Some uniforms were taken home and worked on. Then 45 of the uniforms were completed last Saturday at the Underwood home. All but 6 uniforms are finished, and these uniforms need major alterations. These will be sent to a seamstress to be professionally done. We have 123 uniforms this year and this was the first phase of alterations.
- e) Invitational –
2. Invitational is September 13, 2014 and we will have over 100 volunteer spots available for this event like Tickets (main gate entrance, assisted parking entrance), Concessions, Guides (leading bands from door 21 to competition field, never leaving the band until they are finished and back at door 21), Bus Parking, Vehicle Parking (parking lots outside door 7 - Plainfield Police Department normally helps us). Assisted Parking (golf carts to shuttle to stadium), Information Booth, Hospitality for bus drivers and directors, Timers, Set Up Crew, and Tear Down Crew. Please see Crystal Underwood tonight or go onto Volunteer Spot and sign up.
 3. Sponsors - We have been receiving sponsorships. If any Booster would like to contact a company, please make sure you let a board member know so we don't approach the same company more than once. Listed below are some of the sponsors:
 - Meijer – title sponsor & truck sponsor
 - Cra-Wal – truck sponsor
 - Paiges Music

- Scott Flood Writing
 - Main Street Family Dentistry
 - High School Guidance Department
 - Jim's Auto Truck & Repair
 - Hendricks County Bank & Trust
3. Walmart Foundation – Meals for Music: We hope this foundation will feed the students before or after each competition.
 4. Families and Alumni may sponsor. Please see the sponsorship information that was sent out to all Boosters via email earlier this month. Tim has contacted some alumni already.
 5. These sponsorships help us host events like this Invitational. It costs the Boosters approximately \$10,000 to host the event. This money goes to pay the judges, pay for their flights, etc. Many of our judges are returning for the third year in a row because they like our event.
 6.
 - f) Football Game – Our first home game is this Friday, August 22nd. We have over 40 volunteer opportunities for this Friday alone. It takes about 24 people to move props, instruments, etc. onto the field. We need 12 chaperones in the stands. We need 6 chaperones to help with passing out water. Not this Friday, but for the rest of the home games, we will need 7 to help with uniforms. This Friday we are not wearing uniforms. The kids will wear blue jeans, tennis shoes and show shirts. Report time is 6:00 p.m. this Friday. All other home games will have a report time of 5:15 p.m.
 - g) Volleyball Concessions – You can volunteer and the school will pay you through your student's ECA to work the concessions. On your timecard you will note if you're working for "Scholarship" (to help with band fees) or "Trip" (if you're saving for the band trip in 3 years).
 - h) Extra-Curricular Account (ECA) – Discussion was held that you need to be careful when putting money into your student's ECA because this money cannot be refunded to you. These accounts are regulated by the State Board of Accounts. When you have money in the ECA, then you need to email (preferably) or call the School Treasurer, Cindy Spangler, to authorize this money to be paid to the band.

- i) Discussion was held as to what contest fees are. This is a \$15 fee that you will receive a statement from the school that you owe for the upcoming ISSMA marching contests. This is paid directly to the School Treasurer, not the Boosters.
- j) Discussion was led by Sonny Griffith letting the freshmen parents know that it's ok to feel overwhelmed because all of us in this room have been in your position. The band is growing. Tim noted that last year we fielded 118 students. This year we are fielding 145 students, and on September 26th when the 8th graders join us we will have over 200 students on the field just for band. We have a potential to field 180 students next year in the marching band. This doesn't include new or transfer students. We are preparing for the possibility that within 3 years we could be classified by ISSMA as a Class A band as ISSMA is reevaluating their class structure. With this said, we are growing and need all adults to support us.
- k) Impact Signs will be producing our truck logos, signs, etc. They will also be supplying our decals, etc.
- l) Wireless Access Point –
 1. Tim advised the Boosters that the Booster Board approved a proposal to present to the Boosters.
 2. Tim stated that last April we tested accepting credit/debit cards at the organizational contest.
 3. For Invitational we would like to have the opportunity to accept credit/debit cards for concessions and tickets.
 4. This would be a capital improvement for the school. This would be a wireless access device like the school has inside the building right now. These devices cost up to \$2500 for device, installation, etc.
 5. The recommendation from the Board is that Mr. Carpenter and Tim Underwood meet with Mr. Seifert and Mr. Rodkey and propose the following:

The Boosters will contribute up to 50% of the cost of one wireless access point to be installed in the concessions area of the stadium. If the school would like to purchase one wireless access point in full, then the Boosters would purchase a second wireless access point under our conditions that one wireless access point be installed in the concessions area of the stadium, and the second be installed in the ticket area of the stadium. This

installation would need to be complete by September 13, 2014 so that we can use it for the Invitational.

6. Tim has talked to Mr. Seifert via email and he is excited to discuss this opportunity.
7. A lengthy discussion was held where the funds to purchase would come from. For instance, we could borrow from the booster savings account and then reimburse it back.
8. The athletic department is not willing to contribute to the purchase of this device.
9. We would be putting the infrastructure in for us to use for our events.
10. Other boosters have to set up their own credit card service. Our credit card service is already established and these card purchases go directly into the Booster checking account.
11. Harriet Doss suggested that this would be a nice gesture for the Boosters to do because Mr. Seifert came up with thousands of dollars last year so that Mr. Carpenter could purchase new band equipment that the students are using right now.
12. A Motion was made by Sonny Griffith and seconded by Tarla Bavar that the Boosters will contribute up to 50% of the cost of one wireless access point to be installed in the concessions area of the stadium. If the school would like to purchase one wireless access point in full, then the Boosters would purchase a second wireless access point under our conditions that one wireless access point be installed in the concessions area of the stadium, and the second be installed in the ticket area of the stadium. This installation would need to be complete by September 13, 2014 so that we can use it for the Invitational.

VI. Adjournment

Motion to Adjourn the Booster Meeting was made by Chris Hayes and seconded by Ron Kendall.

Tim Underwood adjourned the meeting at 9:05 p.m.

Minutes submitted by: Teri Groeschen on 8-21-14