

Band Booster's Agenda
August 19, 2020 7pm
Virtual Meeting

- I. **Call meeting to order:**
- II. **Attendance: Pledge of Allegiance**
- III. **Approval of Agenda:**
- IV. **Approval of Minutes:**
- V. **Treasurer Report:**
 - A. Account Balance:
 - B. Did we find out if we can keep our money in the school account.?
- VI. **Band Officer or rep on Student Activities:** Scott/Students talk about things they have been doing.
- VII. **Old Business**
 - A. **New Instrument Purchase-** when do we need the money by?
 1. New Marimba costing \$3500
 2. Budgeting with activity accounts. Some money from boosters, band activity, and budget.
 - a) \$1000 from Band Boosters and \$2000 from Band Account
 - B. **Band Boosters Committee-** How can we get more parents involved?
 1. Band Kick off meeting- (to get more parents involved)
 - a) Date: Open House- Possibly the Tuesday before school starts
 - b) Band Booster members to be present to involve other parents.
 2. Membership fee (monies would go to the band booster account)
 - a) Coordinator: Band Booster Committee
 - b) Prior to Kick off meeting, Robin W. will write up a letter with expectations for band parents and the membership draft. Once completed this can be posted to FaceBook and Band Booster website
 - c) Would have to do a fundraiser request. Has this been done already? **Follow up with Traci.**
 - d) . . Do we want to have a set fee?
 - (1) If we do one set fee it would be easier or tiers. We don't want people to think that they have to buy into the membership fee, to support the band boosters.
 - (a) \$25, \$50 and \$100
 - (2) If they want to be on the plaque or program they would have to pay.
 - (3) Be present at every concert. Maybe put something in the program. Parents would need to put in at least 4 hours of volunteer hours.
 3. Would like to have at least seven parents on a committee that can attend on a regular basis. Would like to see one parent per age group that can attend regularly? **Discuss more after the Kick off meeting.**
 - a) Senior- Becky, Kelly, and Robin
 - b) Junior- Tiffany B.
 - c) Sophomore- Kelly, Traci
 - d) Freshman-

- e) 8th grade- Becky Traci
 - f) 7th grade-
 - g) 6th grade-
 - h) Members at large: Sharon C., and Katie F.
4. Officer positions **Discuss in August**
- a) Would like to be filled by members listed above a-h that can attend meetings regularly.
 - b) We will vote on new positions in August or September,
 - c) Current Positions
 - (1) President- Kelly Isaacsen- I plan to continue to be president.
 - (2) Vice President-Becky W. plans to continue be vice president
 - (3) Secretary- Tiffiany B.plans to continue to secretary look into finding a second when Tiffany is unavailable to come to meetings due to her work schedule.
 - (4) Treasurer- Traci Plotz- will if nobody else wants it.
5. Anyone is welcome to attend any and all meetings. However, we need to have office positions filled by individuals who are able to attend the majority of our meetings. Maybe have two people fill positions.

C. Fundraisers

1. **Homecoming Dinner/Concession- (monies go into Band Booster account)** concerned with lack of volunteers.
- a) Coordinator of event is Band Booster Committee
 - b) Date-**October 2, 2020**
 - c) What would be the plan if school doesn't resume?
 - (1) School plans to re-open with options of face to face and virtual learning.
 - (2) Trailway conference met August 6, 2020 to discuss options for fall sports. Have not heard anything yet?
 - d) Do we have to let Mary Ann or someone know that we are doing this event?
 - e) Raffle and Basket Raffle will not be combined with the Homecoming Dinner Concession. There is enough work as it is. Flyer for Event- Kelly will be making this.
 - (1) **September 4, 2020** Kelly and Becky to distribute flyers to Palmyra and Eagle business three to four weeks in advance.
 - (2) Also, we need to send fliers to the newspaper, and post on the School Facebook and website.
 - f) Sign-up Genius- (Robin Webber)
 - (1) Should have a template from last year to go off of.
 - (2) **September 2, 2020-** Send out sign-up Genius
 - g) Donations from business-
 - (1) Robin Webber will do letter
 - (2) **September 2, 2020-** All of us will be asking for donations and possible other band parents.
 - h) Volunteers needed

- (1) Need volunteers for Dinner- *How many do we need?*
- (2) Need volunteers for the concession stand- *How many do we need? Is it possible to have 6th, 7th, and 8th grade parents help out with concession so high school parents can watch the half-time show.*
- (3) Need two to four volunteers for the band room before the half-time performance to help with uniforms
- (4) Need ten volunteers for the half-time performance if doing something similar to last year.
- (5) Need someone to take pictures and video tape performance
 - i) A month prior (**September 2, 2020**) to the event- we need to reserve the cafeteria.- Mr. Hein will put a request in.
- 2. **Kringle sale** (monies go for kids trip accounts) Coordinator: Becky Woessner
 - a) Date-? (Last year October 14- October 28, 2019) wait for the school calendar. **Set date at August meeting.**
 - b) Deliver date-? (Last year November 20, 2019)
 - c) A month prior need to reserve community center for pick-up
 - d) Need six parents to help with sorting kringles from 1 to 4pm.
- 3. **Sports Concessions (monies goes to kids trip accounts)**
 - a) Coordinator- Scott Hein
 - b) Mr. Hein will let students know when they are available.
 - c) Send out to parents along with students.
 - d) **Concessions dates:**
- 4. **Band Trips**
- 5. **2020 Chicago Band Trip**
 - a) Will money be reimbursed?
 - (1) Money Reimbursement
 - (a) Total trip cost was \$20,000 in which \$7,000 was non – refundable. Bus credit is \$2,000 for a future trip.
 - (b) Looking for itemization of this amount
 - (c) Graduated seniors will be getting back their cash/check amount. Monies in senior band accounts would not be refunded unless they paid with check or cash they could receive a refund.
 - (d) Will we be able to pay back the amount paid in cash/check?
 - (e) What about the \$50 per student donated by Boosters for the Chicago Trip? Stay in their account??
- 6. **2021 Nashville Band Trip- Probably will not do.**
 - a) Fundraisers for kids account ideas for Fall
 - b) Concerns for being behind on the trip
 - c) What do we do with Covid -19 and travel?

D. (Upcoming Events)

- 1. **Band Booster Meetings- held the third Wednesday, of the Month**

- a) August 19, 2020
 - b) September 16, 2020-
 - c) October 21, 2020
 - d) November 18, 2020
 - e) No meeting in December
 - f) January 20, 2021
 - g) February 17, 2021
 - h) March 17, 2021
 - i) April 21, 2021
 - j) May 19, 2021- probably last meeting until August 2021
2. **Pep Band Dates**
 - a) Football
 - b) Basketball
 3. **Band Concerts**
 - a) October 20th, 2020- Fall Band Concert
 - b) December 10th, 2020- Winter Concert
 - c) March 16th, 2021- Spring Concert
 - d) May 11th 2021 - Awards Concert
 4. **Marching Band**
 - a) September- North Prairie Parade
 - b) October 2, 2020 -Homecoming Parade
 - c) December, 2020- Christmas Parade
 - d) May, 2021- Memorial Day Parade
 - e) June 2021- Kettle Moraine Day Parade
 5. **Other Band Events**
 - a) February 8, 2021- MS HONORS BAND
 - b) February 20, 2021- Solo & Ensemble
 - c) May/June 2021 PE Graduation
- E. New Business**
1. **Others:**
 2. **Future Fundraisers (Table for another meeting)**
 - a) **Fall Scrip Fundraiser (monies go to trips accounts)**
 - (1) Coordinator- Becky Woessner
 - (2) Date-? (Last year November 7-21,2019) **Set date at September/October meeting**
 - (3) Deliver-? (Last year night of concert December 12, 2019)
 - b) **Holiday Bazaar- (monies for Band Boosters) Discuss in September**
 - (1) Coordinator- Kelly Isaacsen
 - (2) Date- **November 21, 2020** is the Saturday before Thanksgiving)
 - (3) Sign-up Genius- for food donations and volunteers
 - (a) Need 16 students and 9 adults (seems like it was crowded at times)
 - (4) A month prior (**October 21, 2020**)
 - (a) Need to call Ken at Whitewater Rocky Roccocos
 - (b) need to reserve cafeteria
 - (c) Contact Annette

- (i) Need kitchen helper
 - (ii) Need milk, hot dog buns, and hamburger buns from Annette
- (d) Need to make copies of order forms for vendors in unsealed envelopes- give to Mary Ann.
- c) **Winter Shirt Sale (monies go to Band Activity)**
 - (1) Coordinator- Becky Woessner
 - (2) Date-? (Last year's December Concert)
 - (a) **Waiting on the school calendar for the date.**
 - (b) **Discuss more at the September meeting.**
 - (3) Cost \$5 for t-shirt and \$10 for long sleeve shirt
 - (4) Shirts were ones we had. Does anyone know how many are left?
 - (a) We have quite a few of them but missing certain sizes.
 - (b) Just get rid of them.
 - (i) Throw shirts into the audience at sporting events.
 - (ii) Sell them at open houses.
 - (iii) Have them available at the Holiday Bazaar.
- d) **Track Invitational Concessions (monies towards band boosters) Start to discuss at January 2021, meeting.**
 - (1) Split between band/track
 - (2) When is it?
 - (3) Event Runs from 9am -3pm (In 2018 Started at 10:30) did not do last year due to rain, or this year due to COVID-19
 - (4) Need four to six volunteers per shift (2 to 3 students and 2 to 3 Adults)
 - (a) Shift 1: (9am - 12pm)
 - (b) Shift 2: (12pm- 3pm)
 - (5) Responsibilities include: selling T-shirts, admission tickets
 - (6) Split food with track- Have to find what we will be serving
 - (a) Brats, tacos, breakfast items, baked goods granola bars
 - (b) If doing taco need at least 15 pounds of hamburger
- e) **Spring Scrip Fundraiser (monies go to trips accounts) Discuss more at the January 2021 meeting.**
 - (1) Coordinator- **Becky Woessner**
 - (2) Date-?
 - (3) Deliver-?
- f) **Spaghetti Dinner/Raffle and Basket Raffle - Solo Ensemble 2021 (Feb. 17th 6:30??) Robin Webber- Discuss more at the September meeting.**
 - (1) **Raffle and Basket Raffles**
 - (a) Would need to get a Raffle license.
 - (i) Could purchase one
 - (a) Need to have checkbook not ran through school

(b) Borrow someones-

(i) Athletic Booster Club

g) **Jazz Band Dance Fundraiser**

(1) Could have it at T&D's or High School

(2) Could have a meal with it.

(3) Combine with Raffle and Basket Raffle

3. Scholarship (one for the amount of \$500)

a) 2021 Scholarship amount is \$500 **Discuss more at January meeting.**

b) Do we want to change our application?

(1) What are some important events that you help with throughout your band experiences?

(2) Maybe add a contribution to the band program. Band service hours.

(3) How many volunteer hours did they gain from band activities? Mr. Hein said to shy away from band service hours.

(4) Do we want to have an expectation for volunteer hours?

F. Next Meeting:September 16, 2020- probably virtual at 7:00 pm

G. Meeting Adjourned