

## **Band Booster Meeting Minutes Monday, December 20, 2021**

The meeting was held in person in the band room and called to order by co-president Heather DeWit with approximately 13 members present as well as Director Kiley Coyne.

- **Welcome and Introductions**
- **Secretary's Report** – The secretary's minutes from November 8, 2021, were reviewed. Motion to approve by Sheila Hoff, seconded by Brad Hoff, and approved by all.
- **Treasurer's Report** – Treasurer Aaron Levisay reported that there is a current balance of \$66,343.80. Aaron also reviewed Quickbooks which is now being used with our account. It includes a log of transactions and documentation on all charges. Credit card transactions pull in automatically. Added benefits include feature to search for transactions as well as a phone application which allows access to the account and "receipt snap" for uploading documentation. Account can be reconciled more conveniently and there are built in reports including historical tracking of expenditures. Aaron also reported on the tax situation and our balance due of \$2,900. Our accountants are trying to resolve the issue at no cost, hopefully. Aaron's report ended with a discussion on having a formal report on revenues, expenditures, and balance for next month. Motion made by Dawn Taborda, seconded by Heidi Tooley, and supported by all to approve the Treasurer's Report for December based on the Quickbook demo and review of expenditures and the balance.
- **Director's Report** – Kiley Coyne reported on several items including:
  - Thank you to the Mark and Heidi Tooley and Jaron DeWit for helping with the recent concert.
  - Auditions for determining next year's band placement will be held on February 25<sup>th</sup>.
  - Fifteen instruments in the band's inventory are in very poor condition. Taylor Music are taking these in trade for a new orchestral bell set and marching stand.
  - Overnight jazz trip has been moved from Thursday, February 24<sup>th</sup>, to Friday, February 25<sup>th</sup>.

### **Committee Reports**

- **Band Trip** – Kiley Coyne
  - Chaperones will be selected soon. Trip balance due by March.
- **Hyvee/Batteries** – Dawn Taborda
  - Available for sale.
- **Scrip Cards** – Linda Weidner
  - Next due date: January 20<sup>th</sup>.
- **Fundraising** – Kiley Coyne
  - Flyboy just finished. Discussion on frozen food sales, Puffins, and Eileen's cookies, and other options to consider.
- **Concessions** – Dawn Taborda and Carey Deaver
  - Concession dates are: Jan 28<sup>th</sup>, Feb 19<sup>th</sup>, and March 5<sup>th</sup>. Contact Dawn or Carey if able to volunteer.
- **Uniforms** – Sheri Levisay
  - Discussion on possibly obtaining a quote from another cleaner.
- **Chaperones** – Jan Questad, Ginger Pelley and Tammi Soutar
  - Laura and Jason Kruse and Jan Questad will chaperone upcoming jazz trip.
- **Spirit Wear** – Betsy Kringen and Linda Weidner
  - Discussion on designing and obtaining shirts for trip to Orlando.
- **Pit Crew** – Brad Hoff (No report)

- Newsletter/Publicity – Amy Benda (No report)
- Festival of Banks – Mark and Heidi Tooley
  - Last meeting included discussion on bylaws.
- Student Accounts – Jan Questad
  - Accounts are up to date.
- WHS Booster Club – Sheila Hoff
  - Volunteers still needed to lead President’s Bowl next year.

#### **Old Business**

- Scholarship program rollout discussed including social media push.
- Ornament sales were very successful. Many thanks to Jan Questad for designing and selling ornaments. Total cash sales at concert for ornaments, bracelets, and decals was \$353. Additional sales on the square for a total of \$533.
- There are still several bracelets available so will have those for sale at future concerts.

#### **New Business**

- May reschedule throwback night since it had to be canceled.

Motion by Brad, seconded by Aaron, and approved by all to adjourn meeting at approximately 7:58 p.m.

Meeting minutes respectfully submitted by Carey Deaver who filled in for Secretary Liz Fladmark.