**Monarch Band Boosters Meeting Minutes**

May 15, 2019 6:00pm Regular Meeting

Band Room, Monarch High School

**Attendance:** Michelle Gussenbauer, Tim Johnson, Libby Locker, Andy Meseck, Laura Nevitt, Chuck Stephen, Brenda Weissmann, Paul Weissmann, Kathryn Wolf

**Prior Business:**

**-*Minutes Approved from April Meeting –*** The April 18th Meeting Minutes were approved – Libby Locker motioned, Tim Johnson seconded.

**-*Review Key Action Items***

 ***–*** *Follow up on Kick-off Day* - Kick-off Day went well, Libby covered all the key points in her presentation. The Section Leaders did a great job, and the flow of the day went well - having the new parent meeting first helped. The kids took care of the food that was left over from breakfast and the afternoon pizza. There are new parents interested in volunteering this year! Yvette Salas will be the Uniform Coordinator and Andrea may have someone interested in shadowing her to take over the Treasurer position. Tim Johnson and others will be training to drive the semi, Phil Hatch will be towing the trailer. We have access to 2 RV's for competitions. Laura and Libby will communicate with the RV's and trailer for food set-up on competition days. We will check in next month to see how the data entry for Charms is going. Mr. Stephen will be giving the numbers to the drill writer right after the July camp, so all commitment forms will need to be turned in at that time.

 ***–*** *Status of Logos on Trailer* - Mr. Stephen's contact Daryl will come to Monarch to give a quote on the logos. He will decide to use the same logo as the semi or the Monarch Music M.

**Executive Reports:**

***President –*** Andy will focus on goals and planning for 2019-2020 at the June Meeting.

***Vice President –*** Tim is reviewing all the Booster documents and will focus on Signup Genius and preparing for Tag Day.

***Treasurer –*** The Board reviewed the Treasurer's Report that Andrea submitted during the Executive Meeting. In summary: the required state filings have been completed; she is working with Beverly to get the gear store running on the website; she is having difficulty contacting Revtrak about updating the Charms payment method - Libby will assist her with this, other options may be a new PayPal for Band Boosters or payments through Wix (for Marching Band and Disney payments); Board Members will need to fill out new insurance forms; she is working with the Peach Sale Coordinators and Scrip Coordinators to streamline reporting, payments and email issues. There is currently a discrepancy of $11,000.00 that should be between $5,000.00 or $6,000.00 - Mr. Stephen and Andrea will review the ensemble accounts. Funds were moved to instrument purchase and uniform funds.

***Communications Director –*** Brenda will be updating Charms as information comes in. She is working with Cassie Mondrow to advertise for band recruitment prior to the June band camp. Brenda will begin forwarding the minutes to Tim so he can send out a summary to parents. ***Director –*** Mr. Stephen reported that the Mattress Sale made @ $4,500.00 which is worth it for one day - @ $600.00 -$700.00 was distributed as incentives to the kids. We will think of more ideas to generate foot traffic next year.

**Fundraiser Chair Reports:**

***Scrip –*** There will be no update from the King Soopers program until early July. We will want to know what percentage of people have clicked in to it and are being tracked by the awards program. More info about the online gift cards will be coming soon.

***Tag Day –*** Tim is working on the door hanger and is looking for a printer - he will see if we are able to print a QR code on the tag. The maps will be kept status quo for this year as we do not want to pay for a mapping system at this time. Tim will check on the online donations with Andrea.

***Peach Sale –*** Nolan Farms will give us the timing and pricing at the end of this month. We will get the numbers to him a week before the delivery date. Revtrak should be ready for orders by June 1st. Tiffany is working on the yard signs - we would like to distribute them at a band camp. The yard signs should not be placed on public spaces, and will be returned to be used next year. Andrea can have a check ready on delivery day for payment.

**Current Ensemble and Representative Reports:**

***Concert Band –*** Need new Rep (in August)

***Jazz Band –*** Need new Rep (in August)

***Indoor Percussion –*** Gussenbauers

***Color Guard/Winter Guard –*** Rachel Nussbaum

***Marching Band –*** Libby Locker - Reported in Kick-off Day Follow up.

***Marching Festival –*** Paul Weissmann – There are currently 5 key spots to fill with apprentices. He will be sending out a flyer to go home with the kids at the June camp. He has the timeline set. Laura suggested that we use more of the students to help at the festival for volunteer hours.

**New Business – Updates and Discussion:**

*Goals and Planning for 2019-2020 School Year-* We will discuss this at the June Meeting and look at the organization as a whole - do we want to consider expanding the role of reps, board members, etc. We also need to figure out a single location for Booster documents.

Next meeting will be held in June TBD.

Tim Johnson made a motion to adjourn, Libby Locker seconded, and the meeting was adjourned at 7:51 pm.