

# South Lyon East Band Booster Meeting

## September 15, 2016 – Meeting Minutes

- I. **Open Meeting** – Joe Grima called the meeting to order at 7:03pm.
  - a. Introductions - New and returning members were introduced. In attendance were Matt Smith, Laura Hogan, Heidi Sanford (Secretary), Joe Grima (President), Vaughn Chesters (VP of Operations), Jim Hill (Treasurer), Carrie Hill, Jim Dormal, Denise Diaz, Michele Tippy, Jen Liskey, Kimberly Trethewey Fortuna, Xavier Fortuna, and John Blades.
  - b. Approval of previous meeting minutes – Joe reported that meeting minutes were not taken at the last meeting in June, so there were none to approve tonight.
- II. **Director's Report** – Matt Smith
  - a. Marching Band Show Progress – Currently working on the 3<sup>rd</sup> movement.
  - b. First Marching Band Competition – Will be at Novi High School. Itinerary will come out soon. Still waiting for new sound system to arrive that was ordered by the school.
  - c. Concert programs are well under way. The first concert will be in October, at which all bands will perform.
- III. **Presidents Report** – Joe Grima
  - a. New Trailer – We had one donated to us; it is at Joe's house now. It is usable now except for the electric brakes and one small repair to the floor. We should be able to use it for the first competition, but will need another volunteer driver and truck to pull this trailer, in addition to the original one.
  - b. Need volunteers to work on the trailer – The old decals from the previous user need to be taken off.
  - c. Material donations being accepted – We will need aluminum for the exterior. Joe is talking to Home Depot about possible donations; he will also talk to scrap yards about this.
  - d. Location to work on the trailer – We might be able to use a warehouse in Plymouth through Joe's work connection; he will keep us updated.
  - e. Letter of Donation – We need to obtain a title for the trailer. The original one was lost by the previous owner. We also have to get plates for it. Joe will work on getting all of this settled.
- IV. **Music Department Coordinator's Report** - Laura Hogan
  - a. Upcoming Events
    - i. The Garage Sale (at Condras' house) made \$879 today – it will still be going throughout the weekend.
  - b. Bylaws – The Band Booster Bylaws had not been revised since the group first formed, so Matt and Laura reviewed the old ones and made some updates based on what other band programs have done. The board members were given copies to review before the meeting. Matt explained what has been updated since the original ones. Vaughn pointed out that, currently, the booster group has lost 501c3 status due to proper documentation not being filed. Apparently, this may have gone unnoticed in the transition between the group's different treasurers over the past few years. Jim Hill will see what needs to be done in order to re-apply for the tax exempt status and make sure everything is brought up to date as soon as possible. Board members will confer with each other about any additional changes that need to be made, and revised Bylaws will be presented for approval at the next booster meeting.
  - c. Trip Update - Trip info has been sent out to all families, and enrollment forms, too. Forms and the first payment are due next Wednesday (9/21)! Laura will then be able to send fundraiser information out to only those people going on the trip, as soon as she has a list of who is committing to the trip.
  - d. Trip Fundraisers –
    - i. Royal gala fundraiser – the planning committee has met; they found out that we can borrow costumes and props from the drama department. A sign-up will be posted soon for students to volunteer for specific tasks to work at the gala. More details to come as soon as the planning committee provides them.
    - ii. There will be a Little Caesar's Pizza Kit sale – Jen McCourtie (a choir mom) will run this. Details will be sent out as soon as available.
- V. **Treasurer's Report** – Jim Hill
  - a. Update on account
    - i. Account Status – this fiscal year starts July 1<sup>st</sup>; \$3644.53 was carried over from last year. There was a lot of expense/income activity during late summer and early fall, such as color guard,

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props, equipment like synth carts, etc. Currently ordering some extra equipment for color guard as well.

- ii. We got a refund back from the Cedar Point bus trip, due to money earned by it being a fundraiser with the chartered bus.
  - iii. The bottle and can drive last weekend was successful. There are still some left to be returned in the band trailer. John Blades volunteered to do this.
  - iv. Car wash – Heidi ran these and reported that at the first one in July, we made \$575. At the second one in August, we made \$351. The money has been divided amongst the students who participated (for their trip funds) according to how many shifts they worked.
  - v. Donations may be needed for Pumpkinfest Parade- water bottles, fruit, etc. to eat before /after marching. Laura will send out a request about this.
  - vi. Current balance is \$10,311.10 (but that includes student money, which will go into individual students' accounts for their trip fund). The account balance will be updated to reflect a new total after those student funds are removed.
- b. New Proposal – Mr. Smith reported that we have not purchased any new drum heads for the drum line equipment and that we could also use some new mallets. These items have been priced out and would cost \$944. We originally budgeted \$500 for this. Mr. Smith requests an additional \$444 to cover this expense. Joe motioned to accept this proposal; Vaughn seconded the motion. Motion passed.

VI. **VP of Development** – This board position is currently open. The responsibilities include helping with fundraiser coordination, making sure director-at-large committees are functioning (food for students, uniforms, etc.), and looking into getting corporate donations. If anyone would like to take on this position, please let anyone on the board know, or tell Laura Hogan or Mr. Smith. The job can be shared by more than one person, if a couple of people would like to divide the responsibilities.

VII. **VP of Operations** – Vaughan Chesters  
a. Nothing to report yet, as he just began serving in this position tonight.

VIII. **New Business** –  
a. Update on U of M football games from Jim Dormal – lots of people have signed up, but now we have lost one of our smaller booths, so we will actually need slightly fewer people per game for future (12 per game instead of the 14 we needed before). We have 10 signed up for Pumpkinfest Saturday, but could use 2 more.  
b. Update on Spiritwear from Carrie Hill - She suggests possibly looking into another vendor next year because the one we use currently (Quicksilver) is getting so busy. Show shirt purchase interest information was collected by yesterday (9/14), so that we can get them ordered and delivered by the first competition. She expects to have them by the Wednesday before the competition. The rest of the Spiritwear will be ordered soon, after those orders are collected on Friday (9/16).  
c. Mr. Smith mentioned that there will not be a combined winter drum line this year with South Lyon High School; there will be a winter guard, but not the drum line. They'll do some training over the winter to prepare for the future though.  
d. Band Competitions – anyone helping with equipment will get a wristband to cover the show cost and get them onto the field. To buy tickets (for just regular parents and spectators), Mr. Smith will be getting a bunch of them before the show and we will be able to purchase them directly from him.  
e. Cabaret – Jim Hill asked whether we need to put a deposit down to hold the hall soon; Joe said we do and will give Jim the information. The first Cabaret planning meeting will be on October 6th at 6:00 (immediately before the next band booster meeting).

Joe motioned to close the meeting, Jim Hill seconded the motion. Meeting adjourned at 8:00pm.

**Next Meeting: Thursday October 6, 2016 at 7:00PM  
ALL PARENTS AND STUDENTS ARE WELCOME!!!!**