

# Fossil Ridge Band Boosters

## Board Meeting Minutes

Thursday, July 11,

2019

**Opening** The regular meeting of the Fossil Ridge Band Boosters was called to order at 5:45 pm on Thursday, July 11, 2019 in the Fossil Ridge Round House by Brent Sessions.

**Present** Brent Sessions, Kris Sessions, Kim Crawford, Rebecca Creech, Meghan Munoz, Hope Shurigar, Sarah Parks, Sherri Vantelingen, Julie Grillo, Janet Werst, Sal Hernandez, Ned Puev, Misty Menard, Megan DuPont

**Approval of Minutes** The minutes for the May meeting were unanimously approved as presented (Motion: Julie Grillo, Second: Kim Crawford). The minutes for the June meeting were unanimously approved as presented (Motion: Brent Sessions, Second: Sarah Parks).

### **Parent Outreach**

The board welcomed new parents who attended the meeting. Our board meetings are open meetings with all band program parents welcome. There was an opportunity for Q&A at 5:30 prior to the board meeting business being at 5:45 pm.

*Parent Question for follow-up: Can there be more clarification how girls are supposed to*

*wear their hair in marching  
uniform?*

### **Treasurer Report**

Current balance in our account is:  
\$10,312.11.

Budget for FY  
2019-2020

The Fossil Ridge Band Booster budget was reviewed and discussed for clarification. All board members were given the opportunity to review the budget (posted on our Google Drive) prior to the board meeting. A line item for a car wash in the spring semester will be added.

*Vote: Shall the Fossil Ridge Band Boosters approve the FY2019-2020 as presented to the board?*

- Motion: Brent Sessions
- Second: Ned Puv
- Voting Results: Unanimous approval

The Blue Knights (DCI group) wrote a \$4,000 check to Fossil Ridge Band Boosters for hosting them during their tour season.

*Vote: Shall the \$4,000 donation from the Blue Knights be used to help pay for the drill writer (\$1,001) and as a grant to the band program to help off-set the food costs for the Fossil Ridge Band Students and Staff attending BOA trip to St George, Utah (\$2,999)?*

- Motion: Brent Sessions
- Second: Ned Puv
- Voting Results: Unanimous approval

501(c)3 Status and Colorado Non-Profit Status: We are still waiting to hear from the IRS. Brent was on hold to the IRS for over 2 hours and finally had to give up. He will keep trying to reach out. Colorado paperwork has been started- it is a long process, but it is continuing and should soon be completed.

*Vote: Shall Square be used as an additional way to pay for 'in-person' sales transactions at Fossil Ridge Band Boosters activities and events?*

- Motion: Ned  
Puev
- Second: Janet  
Werst
- Voting Results: Unanimous  
approval

*Vote: Shall Quickbooks (Cloud-based subscription service for \$10/month) be used for our financial software?*

- Motion: Ned  
Puev
- Second: Megan  
DuPont
- Voting Results: Unanimous  
approval

## **Fundrais ng**

Fundraising forms for upcoming fundraisers were submitted to the board prior to the meeting for read-ahead. The packet included requests/proposals for Krispy Kreme Donuts, Car Wash, Go Fund Me, Subway and Flower Sale.

*Vote: Shall the fundraising proposals packet be approved as submitted?*

- Motion: Brent  
Sessions
- Second: Ned  
Puev
- Voting Results: Unanimous  
approval

*Action Item: Kim will work with Band directors and Garrett to get a PayPal link on the website.*

Spirit Wear  
Update

Liz will do the show shirts through Custom Ink. She needs to have a form filled out ASAP for funding approval.

Spirit Wear for parents will be ready for ordering by the parent social during band camp. There will be a longer (2 week) window for ordering and items ordered will be ready prior to the Legacy competition.

### **Communication between Band Staff and Boosters**

It has been suggested to not get into long and detailed discussions/communications/conversations in text, email or Group Me. It is easy to for things to get misunderstood, interpreted the wrong way and cross-wise. A weekly face to face or conference call of a small executive team for 20-40 minutes can help keep everything on track.

*Vote: Shall a small team (3-4 people max) have a weekly, timely, agenda-based SHORT meeting between boosters and band staff to keep alignment?*

- Motion: Brent Sessions
- Second: Kim Crawford
- Voting Results: Unanimous approval

Team for this executive committee: Janet Werst, Kris Sessions, Julie Grillo and a Band Director (can alternate or both attend). Meetings (as requested per Meghan Munoz) should try to be Fridays PRIOR to the Fanfare coming out so that information

can stay on track.

## **Outreach**

The band parent social will be on August 8<sup>th</sup> (exact time TBD). Parents will meet up at Twin Silos Park first then will migrate over to the stands to watch the show on the field at Fossil. Spirit Wear will be showcased this evening and also the Krispy Kreme donuts will be picked up.

*Action Item: Julie Grillo will work out the timeline for this event.*

A new parent checklist/handout might be a helpful item to share.

*Action Item: Julie Grillo will work on coordinating the continued concept of new parent member band buddies. She will look into the creation of a simple Google form.*

*Vote: Shall we purchase a banner (\$56.75) and 4 'yard signs' ( \$37.30)to help with promotion of events and activities for a total cost of \$94.05?*

- Motion: Kris Sessions
- Second: Ned Puev
- Voting Results: Unanimous approval

## **Pit**

*Vote: Shall Al Courtney be made the Pit Crew Co-Chair? Ned and Al will share the decisions of the position and the Pit Crew vote on the board.*

- Motion: Brent Sessions

- Second: Kim Crawford
- Voting Results: Unanimous approval

## **Prop s**

The design for the big prop is still being sorted out. The base has been coordinated. The band directors need to get this information to Misty so build can begin.

*Action Item: Sal and Misty and Jen will meet on Friday, July 12<sup>th</sup> at 4 pm for a design update.*

## **Inventory Update**

The band directors will be adding a lock to the band cages. In the first cage there will be room for booster storage (hot boxes, etc.)

*Action Item: Sarah will coordinate getting the booster hot boxes labeled on July 14<sup>th</sup>.*

## **Procedures and Policies**

There needs to be consistent procedures for posting web content.

*Action Item: Brent and Janet will work with Sal and Meghan M on creating a set of procedures for posting on the website.*

For consideration: we need to plan for a way to add items to our agenda that are coming from the greater band booster community.

## **Long-term Strategies**

Recruitment and outreach as well as board member transitions needs to be addressed.

*Action Item: Brent will work directly with committee heads off-line to create a basic set of documents for discussion at future meetings.*

## **New Business**

How do we tap beyond our own parent's pockets to support our program? It is felt that our band alumni (both students and families) is seriously untapped. We would like to consider working on creating an alumni night at a game, creating a link on the website, etc.

For the next meeting (8/12/19): logistical committees plan for their 'spiel' and sign ups at the 8/13/19 mandatory band parent meeting.

**Adjournment** The meeting was adjourned by Brent Sessions. The next meeting will be August 12, 2019 at 5:30 pm in the Round House at Fossil Ridge.