

BAND BOOSTER MINUTES

08/18/08

Call to order at 6:07 PM

No June Minutes are available yet

New Co-Treasurer:

Charlene Krueger nominated for co-Treasurer position.
Motion to accept Charlene accepted at 6:13 PM

Charlene met with outgoing Treasurer Jacquie Cousar and co-Treasurer nominee Sharon Long. Sharon will do the local bank runs and money pick up, and Charlene will maintain the records with the computer. Charlene asks that check requests are sent to her via e-mail, and she prefers to bring the checks to the monthly meetings. There is a template that can be used with Adobe Acrobat, but she will also create a document in Word format. Charlene's corrected e-mail is : KRUEGERC@bcbsil.com

Staff Changes:

There are no new changes in staff but Robert Page is in a new building, but still with Thomas Jefferson.

There is a new position of District Performing Arts Coordinator to oversee band and choir.

Fifth Grade Band Registration:

There will be a band staff meeting on August 25 and 2:00 PM for the 5th grade registration. Fifth grade registration will be held at Ira Jones on Friday September 12, from 5:30 PM to 8:30 PM and Saturday September 13, from 9:00 AM to 11:30 AM. We will be using the band hallway and gyms. Karlee is working with the coordinators for help.

There is discussion on what to sell at 5th grade registration. Last year we sold t-shirts- we may sell stickers as well. Jeanette Soebing has the Booster shop items. We will need one or two people for the Booster shop, and one or two people at the greeting table.

We also need student volunteers to run water to the directors during registration. Last year we used to FACS room to store refreshments for the directors and workers. Some people provided bagels and doughnuts. The 5th grade directors took care of refreshments.

Last year the comments were that the lines were not very efficient and it was too loud. This year we will have a couple of directors per room.

Our co-Events Coordinator asks what she needs to do to help with this event. Ira Jones will let her

know how many volunteer parents we will need once we know how many student volunteers have signed up to help, and will give her information on parents to help. Shifts will be divided by day.

There will be 3 different vendors this year.

T-Shirts:

There is discussion on whether to order new t-shirts with the new color orange added to them, so that the colors reflect all the four houses in District 202 schools. The order deadline is the end of September for 5th grade band directors. We still have many old t-shirts- there are lots of red ones left, but not many green or blue ones. Robert Page suggests waiting a year for the new orange house school to settle in. Jeanette said she would take inventory of what is left and e-mail 5th grade directors about shirts and see how many are ordered. We maybe have enough t-shirts for a couple of bands, but there are 14 elementary bands. Some of them may want to do their own school shirts instead of using the Band Booster shirts.

There is discussion about giving away t-shirts for top sellers in fund raisers, or holding a raffle. Jeff suggests dividing the leftover shirts among the band directors to get rid of.

We will need different screens to order the orange shirts.

Enrollment:

Michelle, the Vice-President, will handle enrollment forms. There are two different enrollment forms that were handed out. The older ones have a \$10.00 membership fee. The new ones have a \$15.00 membership fee. Those who paid the \$15.00 will get a Band Boosters sticker.

Enrollment forms can be handed out or we can do a mass mailing with the secretary of each school sending them out over the summer. The directors will decide how to send out enrollment forms. We need to get stickers to the directors to hand out.

Picture Policy:

In the District handbook there is a passage that pictures can be taken and published unless notified in written form. Jeff wrote up a similar policy for the Band Boosters and had it reviewed by the legal department.

Their response was:

- 1) A more active policy would be better. This would require a signature from parents permitting pictures to be published.
- 2) We should include a comment that we are not affiliated with District 202.

Jeff's comment is that with an active policy it is harder for us to keep track of those we are permitted to take pictures. He suggests the following passage:

“We will be taking photos of bands and performances that will be used for promotion of the band program unless notified in writing not to use pictures. This follows District policy as set forth in the student handbook.”

We also need to include our mailing address and the disclaimer that we are parent volunteers and not affiliated with Plainfield school district.

This will be passed out to all students. Jeff will e-mail the document with instructions of what to do with them. This will also be on the web page.

This is approved by those present at 6:46 PM.

Block schedule:

Jeff had a meeting scheduled with Michael Petaski (?). Nancy (Hayhurst) and Dan (Hurst?) were to discuss the block schedule in June, but the meeting was pushed to August 15th.

We haven't heard anything back yet. We would like to set up measurement criteria to see if the block schedule affects band. We need to discuss scheduling options.

Website:

Jacquee was unable to put up the website by the date of this meeting, but hopes to have it up this week. We need directors biographies, pictures, and directors handbooks to put up on the website.

Jeff will send a link to the directors. There are more resources for them there and an e-mail directory.

We need articles on events and concerts. Landing pages have upcoming events and pictures of events, like the homecoming parade. Individual practice records and directors newsletters can go up there too.

Each 5th grade director will have their own page, or it can be directed to their school's site.

Save your reports to a PDF file to send to the web mistress.

Our website server expires in the spring.

Honor Band Cds:

Honor band cds arrived over the summer at Jefferson and will be distributed during the first week of school.

Treasurer Report:

We have roughly \$34,000 to \$35,000. Jacquee suggests spending it down. The kids raised it, so let's

use it!

Our new co-Treasurer Charlene is the only signature we need and she is the one who will write and sign checks.

We are still waiting on tax exemption. It takes months for this to happen. There's another form that needs to be signed. The government says officers have to sign to prove we are legitimate.

Taxes must be filed by end of October.

An accounting firm has agreed to look over our forms, and the initial meeting will be free. Jacquee will drop forms off with Jeff to have reviewed.

Adjourned:

Jeff moves to adjourn.

Ayes have it.

Meeting adjourned at 7:05 PM