



## **J R Tucker H.S. Band Boosters September 14, 2022 Meeting Minutes**

Call to Order: 7:01 PM

In Attendance: Jennifer DuBois, Andrew Foster, Mendy Meeks, Leslie VanHimbergen, Heather Mahmoud, Austin Frank, Marlene Sherlock, Suhash Panchal

Approval of Meeting Minutes from August 9, 2022

- Motion for Approval: Jen DuBois
- Second: Marlene Sherlock

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### *Board / Committee Reports*

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#### **TREASURER'S REPORT, ANDREW FOSTER:**

##### Review of the Treasurer's report

July Report:

Beginning balance: \$7934.70  
Income: \$738.72 (corporate sponsors + individual donation)  
Ending balance: \$8673.42

August Report:

Beginning balance: \$8673.42  
Income: \$3252.76 (corporate sponsors, Pay Pal income)  
Expenses: \$707.25 (band uniform cleaning, pool party)  
Ending balance: \$11,218.93

Note: The uniform cleaning was actually an expense from the previous fiscal year. The cleaners did not have the uniforms ready until after the new fiscal year had already started, so that is why it appears on this report.

The pool party expense was less than expected because we were not charged a rental fee.

Leslie wanted to note for future officers that it is imperative to count the items being dropped off with the cleaner and have them provide a receipt with the number of items, cost per item, and total amount to be charged. This will help when you go to pick up the uniforms to make sure that the correct number of items are received and that you are charged the correct amount.



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Also, as we are shifting to students providing their own concert black clothing, we shouldn't encounter the problem of a cleaning charge being carried over to the next fiscal year.

Andrew is keeping a separate record of the gift card donations that we receive. The gift cards are essentially budget neutral, but they will not be entered into the actual budget until they are used. They will be applied then so that we can accurately track what we spend for each budget item. You will see it listed as an income and expense on the monthly treasurer's report.

Some gift cards have expiration dates so we will need to keep track to make sure that they are used before they expire.

Upcoming expenses:

- There will be a \$450 expense to pay for a cook for the concession stand at the HCPS Showcase. The consensus was that it is a necessary expense since he has experience dealing with the inadequate equipment in the concession stand and he will also be able to add any leftover inventory to the Athletic boosters inventory, sparing us a loss on that.
- Tiger Tailgates
- Senior Night supplies

Leslie wanted to also note that the corporate sponsors this year have been awesome. Thanks to everyone for securing these sponsors.

### **PRESIDENT'S REPORT, LESLIE VANHIMBERGEN:**

We have a Spirit Night coming up on September 21 from 5 to 8 PM. It is the Innsbrook Chipotle location at 10501 W. Broad Street.

#### Hospitality

There is a Sign-Up Genius for Tiger Tailgate donations (sides/desserts). The link was sent out in a cuttime e-mail and can be found on the website, [www.jrtuckerband.org](http://www.jrtuckerband.org).

We do not have a sign-up for bottled water donations, but if you would like to donate them, just drop them off at the band room. We will store them in the band closet.

#### HCPS Showcase

The HCPS Showcase is on October 17. We will need a lot of volunteers for this.

We will need 8 parking attendants, 8 concession volunteers, 2 volunteers for the Shout Out table, and 2 volunteers for the bake sale table.



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Q: Will there be vests available for the parking attendant volunteers?

A: Mr. Frank thinks we can borrow some from the office. He will check to see if we can do that.

We have decided to hire a cook for the concession stand. The Athletic boosters use him to cook the food at football games. It will be \$450, but we feel it is worth it since he knows how to work with the equipment in the concession stand. For example, the fryer is too small to cook fries in a timely manner, so he hand cuts potatoes to allow him to cook them more quickly. The other benefit is that he can use leftover ingredients for the next football game, so we won't lose money if we have leftover items.

Leslie will set up a meeting with Earl. She would like Mazin to attend the meeting as well. If possible, it would be nice to get historical numbers (number of attendees, etc) from Mr. Moseley for that meeting.

The athletic boosters took in \$3600 at the last game. After expenses, there was a net profit of \$1200. The attendance will probably be about half of the football game, so the net profit will likely be less.

Q: Could we have a food truck?

A: There is no entrance fee to the event (other than a canned goods donation), so it should be possible to have a food truck. The only issue would be making sure it doesn't block or impede any exits.

If we are able to have a food truck, we would like to extend the invitation to Backwoodz BBQ first since they are a sponsor and also owned by band parents.

Q: Do we want to include coffee/hot chocolate as part of the concessions?

A: Yes, since the weather will likely be cooler then. We may need to rent a hot water dispenser for the hot chocolate. We would also need creamers, sugar, etc. for coffee.

Q: Is security going to be provided by HCPS?

A: Mr. Frank is meeting with Mr. Mosley to discuss the HCPS Showcase and he will ask him about that.

We will also need clear signage for the Showcase. Leslie will check with PRINTCO to see how much it would cost to have signs made. They could be reused for future events held at Tucker, so it is worth having signs created.

Mr. Frank suggested that we hang the banner on the fence line at the entrance to the stadium to maximize exposure for our sponsors.

### **SECRETARY'S REPORT, HEATHER MAHMOUD:**

If anyone is interested in taking over the website next year and you have questions, please reach out to Heather. You do not need to have any coding experience, but some training on the VistaPrint software



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will be necessary. You can contact her at [heather.mahmoud@verizon.net](mailto:heather.mahmoud@verizon.net).

### **VOLUNTEERS, MENDY MEEKS:**

The Sign-Up Genius for volunteers will be updated with the HCPS Showcase volunteer slots. The event starts at 6:30 PM, so volunteers would need to report by 5:00 PM.

Mr. Frank will send out an email with the updated link to recruit parent volunteers. He will also send out an email to Tucker teachers to see if any would be willing to volunteer as well. We could include them in the Tiger Tailgate.

### **OTHER BUSINESS:**

#### Website

A suggestion was made to make the PayPal Donate button more prominent on the website. It is currently located at the bottom of each page, but it is a little difficult to find. Heather will look at moving it to a different spot on the main page to make it more visible.

#### 8<sup>th</sup> Grade Marching Band Night

Jen asked Mr. Frank if he was considering an 8th-grade marching band night. If so, the only date that would work is the 30<sup>th</sup> of this month. Mr. Frank will see if he can put one together. He will reach out to middle school band directors.

The 8<sup>th</sup> graders will sit with the band in the stands and play stand tunes with them. We could include them in the Tiger Tailgate. Jen said that we could push back the Greek restaurant we were considering for that week and go with pizza instead. Heather said we have some Costco gift cards coming and that could be used to fund the pizza for that night.

#### Orlando Trip

The trip has not been officially approved yet, but likely will be.

The cost will be approximately \$650. That may change once the plans are finalized. There will likely be a payment option. Perhaps \$175 in October, and \$250 in November and December.

The trip will include Universal Studios and NASA. There will be a playing clinic as well. The trip is considered a field trip and will require missing 2 days of school.

More details will be provided once the trip is approved.

End: 7:53 PM

Next Meeting: October 11, 2022