

**October Minutes**  
October 07, 2024  
6:30pm, Band Room

1. Welcome - Michelle
  - a. [September minutes](#), - Approved: Motion-Rosanna, 2nd-Dave
  - b. Attendance: Michelle Lee, Khamille Neumann, Tayler Kim, Dave Bleckmann, Kelly Schauer, Alexis Abrams, Rosanna Gill, Heather Randol, Carolyn Choi, Gary Riler, Calder Gill
  - c. Absent: Nadine Block
2. Director's Report— Gary ([see attached](#)).
  - a. Purchase of Eb ContraAlto Clarinet and Bb Contrabass Clarinet (just over \$10k). Approved: Motion- Heather, 2nd- Rosanna
  - b. Future reference: Need to vote on purchases over \$100 if it's not in the budget
  - c. Gary will propose additional instrument purchases (flugelhorns and piccolo) to Alumni org who may pay for half.
  - d. Rumor about high fees by GoFundMe. Actual fee is 2.9% + .30¢/transaction. If people leave a tip, that will go towards the fees.
  - e. All-State Honors band: estimate 16-20 students. Pay registration fees (FOCB) and lodging (Students) to school. Then school pays the organization.
  - f. WIBC: estimate 26-28 students. Gary will use cc. If cc is not available yet, then will use debit card.
  - g. Oct 10 not Oct 11, Pep band
  - h. Oct. 18 - Wind En. concert @ OSU - May need 2 chaperones. District policy is 1 adult/20 students, OSU is 1/12. Gary will verify OSU Chaperone policy.
  - i. Dec 10, Winter concert - Bake Sale
  - j. Jan 14, Future Warriors Concert - Hospitality
  - k. Jan 18, OMEA Conference concert - maybe need 1 more adult
3. Treasurer Report - Khamille
  - a. Audit progress: Khamille, Heather, Nadine and Dave - Finished and Thank you!
  - b. Non-profit business credit card: need written request on letterhead
    - i. Need to first close existing credit card accounts. Letter stating the old officer is no longer w/ the organization. needs to be signed by Pres, Treasurer and Sec. 3 cc: 1 - Stacy, 2 - Gary of which one had fraud. Tayler will make letterhead and Dave will write the letter.
  - c. New instrument purchases, music invoices.
    - i. Checks for verification
    - ii. Monthly bank statements for signing.
  - d. Thank you letters to donation checks.
    - i. Khamille will compile a list of donors from the checks received.
    - ii. Tayler will print a thank you letter written by Michelle and mail out
4. Fundraising and Sponsorship

- a. Delete Fundraising as there is only the pastini dine out and perhaps this can be done as a one off volunteer event like the pie sales. In the end it was decided to not do the dine out since there is enough funds raised thus far and reduce one task for the treasurer.
    - i. Via email 10/8: potentially revisit Pastini as one off volunteer sign up in spring with car wash.
  - b. Dave and Gary will work on a blurb to send to parents about sponsorship chair.
    - i. Via txt/email started 10/7: Carolyn suggests to break up the sponsorship tasks as separate volunteer asks. She is coordinating that effort whether it be a Sign up Genius, email from Gary to the parents, newsletter, etc...
5. Upcoming events/Volunteer Coordinator
- a. Play-a-thon - Recap
    - i. Amazing - raised more than ever - !
  - b. Fri, Oct. 18 - Wind En. concert @ OSU (see Directors Report)
  - c. Wed, Oct. 30 - Jazz En. MS Tour: nothing needed
  - d. Fri, Nov 1 (no school day) - Jazz En. Clinic. 4hrs
    - i. \$350 for clinician Chris Bruya to come out of the clinician allowance in the budget.
6. Pie sales - Michelle (Kimberly LeValle)
- a. Order forms have been distributed.
7. Recruiting.
- a. Fundraising and Sponsorship
  - b. Volunteer coordinator (CC will do this until a replacement is found)
  - c. Uniforms - Measurements have been taken
    - i. Michelle and volunteers will pull uniforms
    - ii. Fitting will be in January. After OMEA (Jan 18) for WE students.
8. Tuxedos are coming soon. Gary will let us know when they are ready!
9. CHS Clothing Closet had requests for music performance clothes. Gary will check with them.
10. Adjourned: 7:30

2024-25 next meetings @ school:

Nov 18

NO Dec

Jan 6

Feb 3

Mar 10

Apr 14

May 5

Jun 2