



# Parkland Music Boosters Executive Board Meeting

Minutes – March 16, 2023 at 7:03 PM

**Attendees:** Wendy Wright, Karen Phillips, Tina Lee, Cynthia Lee, Michelle Hare, Vicki Ferrence Ray, Lori Piltz, Voula Papageorgiou, Kevin Boger, Jason Lerew, Connie Baxter, Tara Sistrunk

**Meeting Called to Order:** Wendy Wright

**Approval of Last Executive Board Meeting Minutes (Jan. 19):**

*Motion to approve minutes by Karen. Seconded by Tina. Approved.*

## Treasurer's Report

- Income since last meeting: \$0.00 (total)
- Expenses since last meeting: \$1125.00 (total)
  - Clothing Drive Expense (Ad for spring musical program: \$125.00
  - Other Band Expense (2022 Fanfare Tribute books): \$1000.00
- Net Income is -\$1125.00. Checking balance is \$31,657.16; savings balance is \$1387.88.
- *Motion to approve financial report by Voula. Seconded by Kevin. Approved.*

## Directors' Updates:

- **Mr. Lerew:**
  - Concert band is preparing for the Spring Concert.
  - Jazz Band is preparing for the SMS concert on April 23 with the Allentown Band (selected group); the April 28-30 Washington, DC trip; FOTA on May 20 (all members); and the athletic award program at the end of May (selected group).
  - Indoor Color Guard and Percussion have been attending shows for the last month.
  - PMEA: Three students are attending Regional Band at Hempfield. Mitchell Roth has qualified for All State Jazz Band, but the other two will audition to advance to All State Band.
- **Mr. Mishler:** Orchestra is planning a one-day trip to NYC. String Jam is March 20 where Grades 4-12 students will learn and perform with professional group, ***Time for Three***.

## OLD BUSINESS

- **Music Semi-Formal Pictures:**
  - Steven Lee has set up a gallery with all semi-formal photos. A download can be purchased for \$5 or a download and a 5x7 print for \$10. All sales result in a 20% donation to the Boosters. Photos will have the booster logo, date, and event name. Note that the photo store will close in June.
  - *Motion to allow Steven to sell photo downloads and prints of the Music Semi-Formal as described above made by Karen. Seconded by Lori. Approved.*
  - Need to send out announcement that photos are available to parents and students.
- **Clothing Drive: (Wendy Wright and Cynthia Lee)**
  - Ad was placed in the Spring Musical Program; the flyer will appear in the Parent Newsletter, Parkland social media, and the Community Resource Fair.
  - The volunteer sign-up has been created, and emails will go out to parents and students at the end of March/beginning of April. Connie should be copied on the email to post information on band social media.
  - Boosters were asked if they would like to collect clothing during the Community Resource Fair, but it was logistically difficult with the short time frame. We will consider

doing the clothing drive during the Fair next year. Because of weather concerns, the band room can be used for collection either this year or next year.

- **Senior Recognition Night: Chorus and Orchestra (Tina Montone)**
  - Tina met with Mrs. Lagan and Mr. Anonia to find a spot in the auditorium to hang posters: front walls (railings) in the mezzanine area.
  - Tina is looking into photos for Chorus and Orchestra. Connie can send her Christmas City contact. Steven Lee may also be an option.
  - Motion by Vicki to spend per poster, \$12-15 (equivalent to the amount spent on band recognition posters), for orchestra and chorus senior recognition posters. This includes reprinting one band poster which Wendy will do. Seconded by Karen. Approved.
  - Need to get numbers of seniors for chorus and orchestra.
  - Band posters from fall will be used for the band concert.
  - Seniors can take their posters after each concert.
- **Scholarship: (Sara Wascura)**
  - Karen started working with Sara and they are finalizing the prompt.
  - Scholarship application target date is moving to April to be open for a three-week period. Goal is to have a list of students by early May.
  - Connie has big posters (with fill-in dates) to advertise the scholarship.
- **FOTA: (Tara Sistrunk)**
  - Form to run a food booth was submitted to Megan Halbert who chairs FOTA.
  - Boosters will sell the same items as last year: hamburgers, pizza, pulled pork.
  - Last year there was an issue about the soda size/price. Need to let Megan know that we will be selling bottles of soda not cans, and we want to sell them at a higher price.
  - Indoor Color Guard/Percussion booth will be organized by Sidney Sherrier. They sell pickles on a stick and ice cream sodas.
- **TIA Tournament: April 1, 2023 (Connie Baxter)**
  - Tournament arrangements are mostly finished. Awards, directors' packets are done. Judges and DJ bills are ready. This year the competition only needs to award certificates, not medals (less expensive).
  - Theresa Adams has been helping. She will handle spirit table and selling candy.
  - TIA starts at 3:00PM because of judging conflicts that day. First groups will arrive by 1:00PM. Connie will work with Sidney to get the subfloor laid on the gym floor on Friday night.
  - Tina will work with Connie to determine cash box needs (6, including admissions, concessions, spirit table).
  - Volunteers are still needed. Tri-M students will help as well.
  - Indoor Percussion was promoted to a higher level and is not doing as well as Color Guard which is in first place.
- **Fanfare and Tribute:**
  - Karen has started planning and is working through dates.
  - Wendy will check for student lists to give to Karen.
  - Forms for senior ads and senior bios were started.
  - Photos taken by Steven Lee are available in the galleries for Karen to use. Karen also has a Google drive for others to upload pictures.
  - Steven can help with layout.
- **Manuals/SOPs:**
  - Suggestion to create a band camp bible.
    - Voula suggested that parents for each grade level could sponsor dinner for the band practices that run through dinner time.
    - Suggested dates: Aug 14, 16, 17, 21. These include 3:00PM start times that run through the evening and photo day (Aug. 17).
    - Band Picnic used to be last day of camp, but this year, there is a game on Aug. 18 and practice is 8:00AM-12:00PM. Picnic could be scheduled on the Friday of the first week but will need to coordinate picnic/practice location.
  - Deadline for all rough drafts by June meeting. Final copies in July.

- **Ice machine: (Kevin)**
  - The Restaurant Store has a 400lb machine (on sale on April 11 for a 10% discount).
    - Top icemaker cost: \$2549. Bottom bin (holds 400lbs) cost: \$949.
    - Total cost: \$3243.10 (with 10% discount on top section and no delivery fee).
    - It fits in the corner of the concession stand, and the district will install it.
  - *Motion to allow Kevin to spend up to \$3500 (after determining the best price) for an ice machine (including the bottom bin) and scoops of appropriate size by Vicky. Seconded by Voula. Approved.*

**Next meeting:** April 20, 2023 (Executive Board Meeting)

*Motion to adjourn by Tina. Seconded by Lori. Approved.*

**Meeting Adjourned.**

### **Summary of Items Tabled for Later Discussion**

- **Band picnic:** Discussion and organization tabled until spring for next year's band camp. (Sep. 15)
- **Website photos:** Discussion of payment for pictures is tabled to a later meeting. (Oct. 20)
- **Senior Recognition Signs:** Discussion to add senior recognition signs as an annual expense to the budget and whether this will include Chorus and Orchestra going forward is tabled for the February meeting. (Oct. 20)