

Tequesta Trace Band Boosters Meeting - Board Meeting Minutes (September 7, 2023)

Call to Order

Meeting called to order by President (Lynn Welton) at 7:07 pm via Zoom/Google Meet.

Attendees

- Lynn Welton (President)
- Heston Curry (Band Director)
- Ann Kieffer (Treasurer)
- Teresa Ben-Shoshan (Co-Vice President)
- Lalith Gunawardena (Co-Vice President)
- Robert Guzman (Recording Secretary)
- Diana Graudin (Correspondent Secretary)

Review of the August 3, 2023, Booster Meeting Minutes

- Ann Kieffer (Treasurer) had an extra WhatsApp Motion vote. Didn't have meeting minutes and didn't remember the dollar amount we had approved for Mr. Curry's registrations. The board had approved \$1000, Ann thought it was \$500.
- Ann Keifer (Treasurer) **MOTION** to approve minutes. Teresa Ben-Shoshan (Co-Vice President)) **SECONDED MOTION. MOTION PASSED**

President's Report

- Lynn Welton (President) will be in the band room tomorrow 9/7 for shirt and instrument fitting during 2nd and 4th period.

Vice-President Report

- Teresa Ben-Shoshan (Co-Vice President) addressed concerns parents had regarding the QR code for next weeks event. Heston Curry (Band Director) is going to send it out when he has an opportunity. Mr. Curry has been having issues with his computer.
- Lalith Guanawardena (Co-Vice President) – nothing to report.

Treasurer's Report

- Income \$120.45 (Spirit shirts and hoodie/Cougar Walk)
- Expenses \$880.76 (Music and membership invoices)
- Regions Checking account \$2,408.04 (August 2023)
- Regions Savings account \$2,151.59 (August 2023)
- Regions Total \$4,559.63
- Ann Kieffer (Treasurer) needs a **MOTION** for the payment of \$136 to pay All State Registration. Teresa Ben-Shoshan (co-Vice President) **MOTION** to approve the payment for All State Registration. Lalith Guanawardena (co-Vice President) **SECONDED MOTION. MOTION PASSED**

Recording Secretary Report

- Nothing to report.

Band Director Report

- Cypress Bay side-by-side event is open to all grades, but they must be in advanced concert and symphonic bands. Students that participate will receive 30 points towards their 100-point reward system.
- The administrator will allow parent meetings but would like to meet with the parents on the Board to ensure understanding of the policies and procedures. In the future will need project approval for large gatherings.

Old Business

Proposed Budget

- Lynn Welton (President) Proposed Budget approval for presentation at the general membership. It is a very robust budget of \$40,450.00.
- Ann Kieffer (Treasurer) Proposed Budget approval for presentation to General Membership. No discussions on the proposed budget.
- Robert Guzman (Recording Secretary) **MOTION** to approve the Budget. Teresa Ben-Shoshan (co-Vice President) **SECONDED MOTION. MOTION PASSED**

Fair Share

- The Fair Share for beginning band students cannot be lowered due to budget constraints.
- Payment plans and pamphlets are suggested to explain the Fair Share costs.
- The Fair Share for advanced, symphonic, and jazz bands needs to be raised due to higher expenses.
- Proposed 2023-2024 Fair Share contributions are as follows:
 - Beginning Band \$150 / Advanced and Symphonic Band \$225 / Jazz Band \$270
 - For students in both Jazz and Symphonic Band will pay the higher of the two groups.
- Clinicians have been delayed until October 1st but that should help parents see the value.
- Lalith Gunawardena (Co-Vice President) **MOTION** to approve Fair Share contributions. Robert Guzman (Recording Secretary) **SECONDED MOTION. MOTION PASSED**
- Lalith Gunawardena (Co-Vice President) **MOTION** to provide a \$50 discount per student with multiple siblings in band. Teresa Ben-Shoshan (Co-Vice President)) **SECONDED MOTION. MOTION PASSED.**
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Band Handbook

- Lynn Welton (President) Band Handbook is in progress. Heston Curry (Band Director) unable to review due to computer issues. Should be able to get through it tonight now that he has a working computer.

Fundraising Efforts

- **Car wash plan cancelled:** Cypress Bay High School rejected the request for a car wash fundraiser due to security and staff issues. Tequesta is a possible alternative location if water is available.
- **Ice cream & Bakery fundraiser:** Mariana applied for a partnership with Chilli-n, an ice cream shop, but has not received a reply yet. The Crumble, a bakery, offered October 17th as a date for a fundraiser, with 15% of sales from 4-7pm going to the club. They need confirmation at least three weeks in advance.

General Membership Parent's Meeting

- Lynn Welton (President) the General Membership Parent's meeting will take place next Tuesday 9/12. Lynn has created a PowerPoint presentation for this meeting. Would like to put that same slideshow on our website for the parents that were unable to attend the meeting will have access to it.

Website Developments

- **Website upgrade:** The band website will switch to a professional plan(increase from \$4 to \$12) with more features and services on October 2nd. The domain name and the website host may be merged for convenience.
- **Website design:** Ann has updated the website with new components, including the Jazz Band section. She clarifies that students in Jazz and Symphonic bands only pay the higher fee, not both.
- **Band email accounts:** Lalith is working on setting up band email accounts for the officers and staff. He is also trying to fix Diana's email issues. He will discuss this topic in the next meeting.

Spot Audit

- Lynn Welton (President) spot audit still needs to take place. Hopefully before next Tuesday. Ann Keiffer (Treasurer) is planning to get this coordinated over the weekend.

Cougar Walk Wrap-up

- Lynn and Heston were happy with the open house event. They said the band performed well and attracted many interested kids and parents. The spirit wear sales were low (\$120), but the outreach was successful.

New Business

- General Membership and Parents Meeting
- Lynn Welton (President) if everyone can be there by 5:30. We have our signage and banner we can put up and PowerPoint.

Cypress Bay side-by-side

- Lynn Welton (President) we have the Cypress Bay side-by-side event next Thursday. Heston Curry (Director) as many parents as are willing to go but will have to pay. Has Lynn, Ann and Lalith just to have the minimum chaperones needed for the trip.

Instrument Fitting

- Lynn Welton (President) Instrument fitting tomorrow. Diana, Teresa, and I will all be in the band room part of the day. Hopefully can get polo fittings in as well.

All State Auditions

- Lynn Welton (President) All State auditions are coming up. All State Auditions are now September 23rd at Ramblewood Middle School.

Double Reed Clinicians

- Heston Curry (Band Director) wants to create a grant (\$100 to \$150) for students who play oboe or bassoon, which are rare and special instruments. The grant would pay for private lessons with a qualified instructor.

Website Form

- Lalith Gunawardena (Co-Vice President) question about sponsorship form. Wanted to update to reflect current school year. Ann Kieffer (Treasurer) is working on an updated form that is much simpler than the current one.

Adjournment

- Lynn Welton (President) adjourned the meeting at 9:07 pm.
- Recorded by Teresa Ben-Shoshan (Co-Vice President) on 9/7/2023.
- Next meeting is Thursday October 5th at 6pm in the cafeteria.